

ARTICLE 6.1. SCHOOL ACCREDITATION

Rule 0.5. Applicability

511 IAC 6.1-0.5-1 Applicability to schools

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-2

Sec. 1. This article applies only to the following:

(1) Public schools.

(2) Nonpublic schools that voluntarily become accredited.

(Indiana State Board of Education; 511 IAC 6.1-0.5-1; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2231)

Rule 1. School Accreditation System

511 IAC 6.1-1-1 School accreditation

Authority: IC 20-1-1-6; IC 20-1-1.2-18; IC 20-10.2-1-1

Affected: IC 20-1-1.2; IC 20-5-62; IC 20-5.5; IC 20-10.2-3; IC 20-10.2-5

Sec. 1. (a) A public school must be accredited. A nonpublic school may seek accreditation.

(b) A school may be accredited by meeting the following criteria:

(1) Comply with the legal standards in section 4 of this rule.

(2) Comply with the school improvement plan requirements of IC 20-10.2-3 by doing one (1) of the following:

(A) Complete a continuous and strategic school improvement and achievement plan that meets the requirements of IC 20-10.2-3 and 511 IAC 6.2-3.

(B) Implement a quality-focused approach to strategic and continuous school improvement, such as the criteria for the Malcolm Baldrige National Quality Award for Education or the criteria for a national or regional accrediting agency approved by the state board.

(3) Meet school improvement and performance requirements under IC 20-10.2-5.

(c) The board shall accredit a nonpublic school that:

(1) becomes a freeway school under IC 20-5-62; and

(2) complies with the terms of the freeway school contract.

(d) The board shall accredit a school that:

(1) becomes a charter school under IC 20-5.5; and

(2) complies with the requirements of IC 20-5.5.

(e) A school holding accreditation under the former performance-based accreditation system shall retain accreditation until the transition to the accreditation system described in this rule is complete. *(Indiana State Board of Education; 511 IAC 6.1-1-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1184; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2231)*

511 IAC 6.1-1-2 Definitions

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2; IC 20-6.1-8; IC 20-6.1-9; IC 20-10.1-16; IC 20-10.1-17

Sec. 2. (a) The definitions in this section apply throughout this article.

(b) "Academic standards" means the skills and knowledge base expected of students for a particular subject area at a particular grade level.

(c) "Accreditation year" means the year from July 1 to June 30.

(d) "Attendance center" means one (1) or more buildings where the school's program serves pupils who reside in an attendance area.

(e) "Credit" means a minimum of two hundred fifty (250) minutes of instruction per week for one (1) semester, except in the case of basic physical education courses where one (1) school year of instruction is required for one (1) credit.

(f) “Curriculum” means the planned interaction of pupils with instructional content, materials, resources, and processes for evaluating the attainment of educational objectives.

(g) “Department” means the Indiana department of education.

(h) “Dropout” means a student who was enrolled in school during the current school year or the previous summer recess, who left the educational system during the current school year or the previous summer recess, who has not graduated from high school, and who does not meet any of the following exclusionary conditions:

(1) Death.

(2) Temporary absence due to suspension or a school excused absence.

(3) Transfer to a public or nonpublic school.

(i) “Dropout rate” means the number determined under STEP THREE of the following formula:

STEP ONE: Determine the number of students enrolled on October 1 or the date closest to October 1 that school is in session.

STEP TWO: Determine the number of students who drop out of school during the current school year and the previous summer recess.

STEP THREE: Determine the quotient of:

(A) the amount determined under STEP TWO; divided by

(B) the amount determined under STEP ONE.

(j) “Fine arts education” means instruction in art, music, and other arts areas that encompass visual, aural, performing, and creative modes of student learning.

(k) “Graduation rate” means the number determined under STEP THREE of the following formula:

STEP ONE: Determine the dropout rates for grades 9, 10, 11, and 12.

STEP TWO: Determine the remainder of:

(A) 1.0; minus

(B) the amount determined under STEP ONE for each of the above four (4) grades.

STEP THREE: Determine the product of the four (4) amounts determined under STEP TWO.

(l) “ISTEP” means Indiana statewide testing for educational progress as established under IC 20-10.1-16, IC 20-10.1-17, and 511 IAC 5-2.

(m) “Laboratory course” means a course in which a minimum of twenty-five percent (25%) of the total instructional time is devoted to laboratory activities. Laboratory activities are those activities in which the pupil personally utilizes appropriate procedures and equipment in accomplishing that learning task.

(n) “Legal standards” means those Indiana statutes and state board rules that apply to school accreditation.

(o) “Level”, when used in course titles, means a course that lasts one (1) full school year in grades 9 through 12, except that in the highest level of a sequence a course of shorter duration may be offered.

(p) “Practical arts education” means instruction in the curriculum areas of:

(1) agricultural science and business;

(2) business technology education;

(3) family and consumer sciences; and

(4) technology education;

of a nonvocational or prevocational nature, which provides learning experiences in consumer knowledge, family living, creative expression, manual skills, technical skills, leisure time interests, and similar areas of practical application to everyday life.

(q) “Principal” means a properly certified person who is assigned as the chief administrative officer of a school.

(r) “School classification” refers to the following school types:

(1) An elementary school, which includes:

(A) grade 1, 2, or 3;

(B) grade 1, 2, or 3 in combination with other grades; or

(C) any school that has grade 6 as its highest grade.

(2) A high school, which includes:

(A) grade 10, 11, or 12; or

(B) grade 10, 11, or 12 in combination with other grades.

(3) A middle school or junior high school, which includes any grade or combination of grades that is not defined as an elementary school or a high school.

If a school includes grades kindergarten through 12, the school superintendent shall designate the division of the grades within the school into at least two (2) school classifications.

(s) "School corporation" means any public school corporation established by, and under the laws of, the state of Indiana. The term includes, but is not necessarily limited to, any:

- (1) school city;
- (2) school town;
- (3) school township;
- (4) consolidated school corporation;
- (5) county school corporation;
- (6) metropolitan school district;
- (7) township school corporation;
- (8) united school corporation; or
- (9) community school corporation.

(t) "Semester" means half of a regular school year.

(u) "State board" means the Indiana state board of education.

(v) "Student attendance rate" means the aggregate number of days of attendance for the regular school year divided by the number of aggregate days of enrollment, as determined under 511 IAC 1-3-1(l).

(w) "Superintendent" means the chief administrative officer of a school corporation (generally referred to as the superintendent of schools, except, in the case of township schools, the term refers to the county superintendent of schools).

(x) "Teacher" means a properly certified, licensed person who is assigned to instruction. (*Indiana State Board of Education; 511 IAC 6.1-1-2; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1184; filed Jul 18, 1989, 5:00 p.m.: 12 IR 2259; filed Nov 8, 1990, 3:05 p.m.: 14 IR 652; filed Oct 6, 1997, 5:20 p.m.: 21 IR 389; filed May 28, 1998, 4:57 p.m.: 21 IR 3824; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2231*)

511 IAC 6.1-1-3 Accreditation levels

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-3

Sec. 3. Subject to the provisions of section 13.5 of this rule, the state board shall accord each school either full accreditation status, provisional accreditation status, or probationary accreditation status. (*Indiana State Board of Education; 511 IAC 6.1-1-3; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1185; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2233*)

511 IAC 6.1-1-4 Accreditation requirements

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-4; IC 20-1-1.2-8; IC 20-1-21-4; IC 20-10.1-16; IC 20-10.1-17; IC 20-10.2-3

Sec. 4. A school must meet the following accreditation requirements to be accorded full accreditation status:

(1) Compliance with the following legal standards:

- (A) Health and safety requirements listed under 511 IAC 6.1-2.
- (B) Minimum time requirements listed under 511 IAC 6.1-3.
- (C) Staff-student ratio requirements listed under 511 IAC 6.1-4.
- (D) Curriculum offering requirements listed under 511 IAC 6.1-5 and 511 IAC 6.1-5.1.
- (E) Instructional staff requirements listed under 511 IAC 6.1-6.
- (F) ISTEP participation requirements in accordance with IC 20-10.1-16, IC 20-10.1-17, and 511 IAC 5-2.
- (G) Mandatory annual assessment requirements in accordance with 511 IAC 6.2-6.
- (H) Accurate and timely submission of all reports required of schools.
- (I) Production of an annual performance report that meets the requirements of IC 20-1-21 and in the case of a:
 - (i) public school, is published in accordance with IC 20-1-21-4; or
 - (ii) nonpublic school, is disseminated to school constituents.

(J) Strategic and continuous school improvement and achievement planning requirements under IC 20-10.2-3 and 511 IAC 6.2-3.

(2) Assignment to one (1) of the following categories of school improvement and performance under 511 IAC 6.2-6-4:

(A) Exemplary.

(B) Commendable.

(C) Academic progress.

(Indiana State Board of Education; 511 IAC 6.1-1-4; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1185; filed Nov 8, 1990, 3:05 p.m.: 14 IR 654; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2233)

511 IAC 6.1-1-5 Accreditation procedures

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-5; IC 20-1-1.2-6; IC 20-6.1-8; IC 20-6.1-9; IC 20-10.1-16; IC 20-10.1-17

Sec. 5. (a) Each school and school corporation shall provide to the department and other appropriate state agencies documentation verifying compliance with the legal standards listed in 511 IAC 6.1-2 through 511 IAC 6.1-6.

(b) The department, under procedures approved by the board, shall review the documentation under subsection (a) to determine if the school has met all legal standards.

(c) The school shall provide to the department a copy of its most recently revised strategic and continuous school improvement and achievement plan. The department shall determine if the plan meets one (1) of the following requirements:

(1) The plan was developed as a part of a quality focused school improvement process, such as the criteria for the Malcolm Baldrige National Quality Award for Education or for a national or regional accreditation agency, that is approved by the state board.

(2) The plan was:

(A) developed as a part of a school improvement process other than a process described in subdivision (1); and

(B) meets the requirements of 511 IAC 6.2-3.

(Indiana State Board of Education; 511 IAC 6.1-1-5; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1185; filed Jul 18, 1989, 5:00 p.m.: 12 IR 2260; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2233)

511 IAC 6.1-1-6 Accreditation status, school and school corporation

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-8

Sec. 6. (a) If the department determines that a school meets the accreditation requirements defined in section 4 of this rule, the state board shall accord the school full accreditation status and award the school a certificate of full accreditation status.

(b) The department shall review a fully accredited school no later than three (3) years after the state board's determination of its accreditation status.

(c) When schools enrolling at least ninety-five percent (95%) of the students within a school corporation achieve full accreditation status, the state board shall accord the school corporation full accreditation status and award the school corporation a certificate of full accreditation status. *(Indiana State Board of Education; 511 IAC 6.1-1-6; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2234)*

511 IAC 6.1-1-7 Appointment of on-site review panel

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-9

Sec. 7. (a) If a school does not meet the accreditation requirements defined in section 4 of this rule, the department shall conduct a preliminary visitation, at which time the school may provide additional information about either of the following:

(1) Compliance with legal standards.

(2) School improvement and performance.

(b) If information provided at the preliminary visitation does not confirm that the school meets the accreditation requirements

in section 4 of this rule, the department shall appoint a review panel to conduct an on-site review of the school. (*Indiana State Board of Education; 511 IAC 6.1-1-7; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; filed Sep 11, 1997, 8:55 a.m.: 21 IR 394; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2235*)

511 IAC 6.1-1-8 Composition of the on-site review panel

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-10

Sec. 8. The department shall select the review panel members from a pool of trained individuals. Each review panel shall consist of at least three (3) individuals, including:

- (1) the chair of the panel, who:
 - (A) has served as a member of an on-site review panel;
 - (B) has been trained to serve as chair of the panel; and
 - (C) may be a staff member of the department;
- (2) one (1) classroom teacher; and
- (3) one (1) individual who is not a classroom teacher.

(*Indiana State Board of Education; 511 IAC 6.1-1-8; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2235*)

511 IAC 6.1-1-9 Duties of the on-site review panel

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1-6.3; IC 20-1-1-6.5; IC 20-1-1.2-11; IC 20-10.1-17

Sec. 9. (a) During its on-site evaluation of a school, the review panel shall review:

- (1) teaching practices;
 - (2) administrative instructional leadership;
 - (3) parental and community involvement;
 - (4) implementation of the ISTEP remediation program under IC 20-10.1-17 and 511 IAC 12-4 [*511 IAC 12-4 was repealed filed Feb 9, 1999, 4:18 p.m.: 22 IR 1972.*];
 - (5) the homework policy;
 - (6) curricular focus on academic standards and instructional practices that meet the needs of all students;
 - (7) the professional development program under IC 20-1-1-6.3, IC 20-1-1-6.5, and 511 IAC 6.2-4;
 - (8) school climate;
 - (9) monitoring student progress;
 - (10) corporation level and governing body support; and
 - (11) any other policy or practice necessary for the panel to determine if the school meets full accreditation status criteria.
- (b) The review process must include the following strategies for gathering information about educational programming:
- (1) reviewing documents;
 - (2) observing students in the learning environment; and
 - (3) interviewing teachers, administrators, school board members, parents, students, and community representatives.

(c) The review panel shall verify compliance with the legal standards set out in 511 IAC 6.1-2, 511 IAC 6.1-3, 511 IAC 6.1-4, 511 IAC 6.1-5, and 511 IAC 6.1-6. (*Indiana State Board of Education; 511 IAC 6.1-1-9; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2235*)

511 IAC 6.1-1-10 Recommendations of the on-site review panel

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-12

Sec. 10. Upon completion of its on-site evaluation, the review panel shall make a recommendation to the state board concerning:

- (1) the accreditation status of the school;
- (2) if applicable, recommendations for improvement of the school including a recommendation that the department provide for technical assistance to the school; and
- (3) the school's next review date.

(Indiana State Board of Education; 511 IAC 6.1-1-10; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-1-11 Determination by the state board

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-13

Sec. 11. (a) Upon receipt of the review panel's recommendation, which must include analysis of strengths and weaknesses and justification for the recommendation, the state board shall make one (1) of the following determinations as to the accreditation status of the school:

(1) Full accreditation status, with review conducted three (3) years after the state board's determination of full accreditation, if the school meets requirements for accreditation under section 4 of this rule.

(2) Provisional accreditation status, with review conducted at least annually after the state board's determination of provisional accreditation, if both of the following are determined:

(A) The school meets the requirements for accreditation under section 4(1) of this rule.

(B) The school is placed in the academic watch (priority) category of school improvement and performance under 511 IAC 6.2-6-5.

(3) Provisional accreditation status, with review conducted at least annually after the state board's determination of provisional accreditation status, if both of the following are determined:

(A) The school meets the requirements for accreditation under section 4(1) of this rule.

(B) The school is in the first or second year after initial placement in the academic probation (high priority) category of school improvement and performance under 511 IAC 6.2-6-5.

(4) Probationary accreditation status, with review conducted at least annually after the state board's determination of probationary accreditation status, if, in the third year or subsequent year after initial placement in the academic probation (high priority) category of school improvement and performance under 511 IAC 6.2-6-5, the school remains in the academic probation (high priority) category of school improvement and performance.

(b) If a school is accorded provisional accreditation status or probation accreditation status for failure to comply with legal standards under section 4(1) of this rule, the state board and department shall note that the status was accorded for a reason other than school performance. *(Indiana State Board of Education; 511 IAC 6.1-1-11; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1186; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2235)*

511 IAC 6.1-1-11.5 Review of fully accredited school

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2

Sec. 11.5. (a) The department shall appoint a review panel to conduct an evaluation of a school that has been awarded full accreditation status if the department verifies, prior to the school's next review date, that:

(1) The school is not in substantial compliance with the legal standards for accreditation under section 4(1) of this rule.

(2) The school has been placed in one (1) of the following categories of school improvement and performance under 511 IAC 6.2-6-5:

(A) Academic watch (priority).

(B) Academic probation (high priority).

(b) Sections 7 through 11 of this rule apply to a review under this section. *(Indiana State Board of Education; 511 IAC 6.1-1-11.5; filed Sep 11, 1997, 8:55 a.m.: 21 IR 395; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2236; errata filed Aug 30, 2002, 10:00 a.m.: 26 IR 36)*

511 IAC 6.1-1-12 Duties of the governing body (Repealed)

Sec. 12. *(Repealed by Indiana State Board of Education; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2239)*

511 IAC 6.1-1-13 Action by the state board

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-15

Sec. 13. The state board shall accord probationary accreditation status to a school corporation with one (1) or more probationary schools that fail:

(1) to make progress; or

(2) to achieve full accreditation status at the end of three (3) years.

(Indiana State Board of Education; 511 IAC 6.1-1-13; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1187; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2236)

511 IAC 6.1-1-13.5 Action by state board on nonpublic school or charter school

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1-6; IC 20-5.5

Sec. 13.5. (a) The state board shall revoke the accreditation status of a nonpublic school or a charter school under IC 20-5.5 if, in the fifth year after initial placement in the academic probation (high priority) category of school improvement and performance under 511 IAC 6.2-6-5, the school remains in the academic probation (high priority) category of school improvement and performance.

(b) If the accreditation status of a nonpublic school is revoked under subsection (a), the school may not seek accreditation until the school year in which the school normally would have been reviewed had the school been accorded full accreditation status rather than probationary accreditation status. *(Indiana State Board of Education; 511 IAC 6.1-1-13.5; filed Sep 11, 1997, 8:55 a.m.: 21 IR 395; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2236)*

511 IAC 6.1-1-14 Recommendations to the general assembly

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-16

Sec. 14. If a school corporation accorded probationary accreditation status does not raise the level of accreditation of each of its schools that are on probationary accreditation status to full accreditation status within one (1) year, the department shall submit recommendations to the general assembly concerning the operation and administration of the school corporation and the schools within that school corporation. *(Indiana State Board of Education; 511 IAC 6.1-1-14; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1187; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-1-15 Right of appeal

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-7; IC 20-1-1.2-17

Sec. 15. If a school is accorded probationary accreditation status under section 11 of this rule, the governing body may appeal that determination to the state board. *(Indiana State Board of Education; 511 IAC 6.1-1-15; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1187; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2237)*

Rule 2. Health and Safety Requirements

511 IAC 6.1-2-1 General requirements

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 1. Each school shall comply with the rules of:

- (1) the fire prevention and building safety commission;
- (2) the state department of health; and
- (3) the Indiana occupational safety and health administration.

(Indiana State Board of Education; 511 IAC 6.1-2-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1187; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2237)

511 IAC 6.1-2-2 Emergency preparedness (Repealed)

Sec. 2. *(Repealed by Indiana State Board of Education; filed Aug 28, 1998, 4:58 p.m.: 22 IR 91)*

511 IAC 6.1-2-2.5 Safe schools and emergency preparedness planning

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 2.5. (a) Each school corporation shall, in consultation with local public safety agencies, develop a written emergency preparedness plan for the school corporation and each school in the corporation. An emergency preparedness plan shall, at a minimum, contain the following:

- (1) Appropriate warning systems.
- (2) Procedures for notifying other agencies and organizations.
- (3) Posting of evacuation routes.
- (4) Emergency preparedness instruction for staff and students.
- (5) Public information procedures.
- (6) Steps that will be taken prior to a decision to evacuate buildings or dismiss classes.
- (7) Provisions to protect the safety and well-being of staff, students, and the public in case of:
 - (A) fire;
 - (B) natural disaster, such as tornado, flood, or earthquake;
 - (C) adverse weather conditions, such as winter storms or extreme heat;
 - (D) nuclear contamination, such as power plant or transport vehicle spills;
 - (E) exposure to chemicals, such as pesticides, industrial spills and contaminants, laboratory chemicals, and cleaning agents; and
 - (F) manmade occurrences, such as student disturbance, weapon, weapon of mass destruction, contamination of water supply or air supply, hostage, and kidnapping incidents.

(b) Within sixty (60) days after the beginning date of each school year, the superintendent shall certify to the department that the emergency preparedness plans for the school corporation and each school in the school corporation have been reviewed and revised, if necessary. Within sixty (60) days of opening a new or significantly remodeled school, the superintendent shall certify to the department that a new plan has been developed or that the existing plan has been reviewed and revised, if necessary.

(c) Emergency preparedness plans shall be available for inspection by the department. *(Indiana State Board of Education; 511 IAC 6.1-2-2.5; filed Aug 28, 1998, 4:58 p.m.: 22 IR 91)*

511 IAC 6.1-2-3 Emergency preparedness drills

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-8.1-8-2

Sec. 3. Each school and attendance center shall hold tornado (shelter) preparedness drills at least twice during each semester. Each school or attendance center shall conduct fire drills in accordance with the rules of the fire prevention and building safety

commission. The principal or the principal's designee shall maintain a permanent record of all drills. The building principal shall certify to the superintendent of the school corporation that drills have been conducted in accordance with this section. (*Indiana State Board of Education; 511 IAC 6.1-2-3; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1188; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-2-4 Health tests

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-8.1-7

Sec. 4. (a) The school corporation shall insure that every child in the school corporation has been immunized in accordance with IC 20-8.1-7-10.1.

(b) The school corporation shall conduct visual acuity screening tests in accordance with IC 20-8.1-7-16 and 511 IAC 4-2-1 through 511 IAC 4-2-1.1.

(c) The school corporation shall conduct annual audiometer tests in accordance with IC 20-8.1-7-17.

(d) The school corporation shall administer a test to determine postural defects in accordance with IC 20-8.1-7-19. (*Indiana State Board of Education; 511 IAC 6.1-2-4; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1188; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-2-5 Eye protection devices

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-8.1-8-1

Sec. 5. Every pupil and teacher shall wear industrial quality eye protective devices when required by IC 20-8.1-8-1. (*Indiana State Board of Education; 511 IAC 6.1-2-5; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1188; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-2-6 Student services

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 6. Each school shall provide student services under 511 IAC 4-1.5. (*Indiana State Board of Education; 511 IAC 6.1-2-6; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1188; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2237*)

Rule 3. Minimum Time Requirements

511 IAC 6.1-3-1 Student instructional day

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-2-1

Sec. 1. (a) Each school corporation shall conduct at least one hundred eighty (180) student instructional days for all students grades 1 through 12.

(b) A student instructional day consists of a minimum of five (5) hours of instructional time in grades 1 through 6 and six (6) hours of instructional time in grades 7 through 12.

(c) Instead of conducting a full student instructional day, a school corporation may provide the equivalent amount of instructional time by conducting partial student instructional days.

(d) Instructional time is time in which students are participating in an approved course, curriculum or educationally related activity under the direction of a teacher. Instructional time includes a reasonable amount of passing time between classes within a single school building or on a single school campus. Instructional time does not include lunch or recess.

(e) An educationally related activity is a non-classroom activity, such as a field trip or convocation that meets all of the

following:

- (1) Is consistent with and promotes the educational philosophy and goals of the school corporation and the state board.
- (2) Facilitates the attainment of specific educational objectives.
- (3) Is a part of the goals and objectives of an approved course or curriculum.
- (4) Represents a unique educational opportunity.
- (5) Has been approved in writing by the local superintendent or the superintendent's designee.
- (6) Cannot reasonably occur without interrupting the school day.

Each school corporation shall maintain a record of educationally related activities. The record is open to public inspection and must contain a description of the activity and a statement of the educational objectives of the activity.

(f) If a school corporation's calendar includes at least nine hundred ten (910) hours of instructional time for students in grades 1 through 6, the school corporation may dismiss students in grades 1 through 6 for no more than ten (10) hours during the school year for the purpose of conducting parent-teacher conferences. Students may not be dismissed for a full day for the purpose of conducting parent-teacher conferences.

(g) If a school corporation's calendar includes at least one thousand ninety-two (1,092) hours of instructional time for students in grades 7 through 12, the school corporation may dismiss students in grades 7 through 12 for no more than twelve (12) hours during the school year for the purpose of conducting teacher conferences with the parents of those students. Students may not be dismissed for a full day for the purpose of conducting parent-teacher conferences.

(h) If a school corporation has valid educational reasons, such as scheduling final examinations, for permitting students in grade 12 to attend school for fewer than one hundred eighty (180) days during the school year, the corporation may submit its proposed schedule for those students to the department of education for review and approval.

(i) This section applies to every accredited school as well as to every school corporation.

(j) For accreditation purposes, the department may grant a waiver of the requirements of this section for a particular number of student instructional days if:

- (1) a school corporation applies to the department for a waiver for a specific number of cancelled student instructional days; and
- (2) each of the particular number of instructional days requested to be waived was cancelled due to extraordinary circumstances.

(k) The department shall consider the following factors in determining if extraordinary circumstances justify granting a waiver under subsection (i):

- (1) The reason(s) for not making up the cancelled instructional days.
- (2) The length and amount of instructional time in the school calendar.
- (3) The reason(s) the days were cancelled.
- (4) The date the cancelled days occurred.
- (5) The number of cancelled days.
- (6) The number of schools affected.

(l) A decision of the department under this section may be appealed to the state board. (*Indiana State Board of Education; 511 IAC 6.1-3-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1188; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2237*)

511 IAC 6.1-3-2 Elementary school curriculum (Repealed)

Sec. 2. (*Repealed by Indiana State Board of Education; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1388, eff Jul 1, 1993*)

511 IAC 6.1-3-3 Middle or junior high school curriculum (Repealed)

Sec. 3. (*Repealed by Indiana State Board of Education; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1388, eff Jul 1, 1993*)

511 IAC 6.1-3-4 High school curriculum

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-5-2-1.1; IC 20-10.1-4

Sec. 4. The daily and weekly schedules of students in grades 9 through 12 shall be organized in a manner appropriate for the educational program, provided the equivalent of at least two hundred fifty (250) minutes per week are scheduled for each course offered. (*Indiana State Board of Education; 511 IAC 6.1-3-4; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1190; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

Rule 4. Staff-Student Ratio Requirements

511 IAC 6.1-4-1 Pupil/teacher ratio

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 1. The average pupil/teacher ratio for a single school shall not exceed 30/1. Pupil/teacher ratios shall be figured on a full-time equivalency basis only on regular classroom teachers assigned to instruction. (*Indiana State Board of Education; 511 IAC 6.1-4-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1190; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2238*)

511 IAC 6.1-4-2 Administrative staff ratio

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 2. All schools and attendance centers shall employ only principals who are properly licensed under 511 IAC 10 and are not full-time teachers. A school corporation shall assign administrative staff as follows:

- (1) At least a one-half (1/2) time principal to an elementary school with an enrollment up to two hundred fifty (250) pupils.
- (2) At least a three-quarter (3/4) time principal to an elementary school with an enrollment of two hundred fifty (250) through five hundred (500) pupils.
- (3) At least one (1) full-time principal to an elementary school with an enrollment over five hundred (500) pupils, with an additional administrative or supervisory assistant for each additional five hundred (500) pupils enrolled.
- (4) At least one (1) full-time principal to a high school or middle/junior high school. A high school or middle/junior high school with an enrollment over five hundred (500) pupils shall employ an additional administrative or supervisory assistant for each additional five hundred (500) pupils enrolled.

(*Indiana State Board of Education; 511 IAC 6.1-4-2; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1190; filed Jul 18, 1989, 5:00 p.m.: 12 IR 2261; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

Rule 5. Curriculum Offerings

511 IAC 6.1-5-0.5 General curriculum principles

Authority: IC 20-1-1-6

Affected: IC 20-1-1-6

Sec. 0.5. (a) Each school corporation in Indiana shall shall [*sic.*] develop and implement a curriculum for grades K-12 that provides a planned sequence of learning experiences of adequate breadth and depth to:

- (1) develop individual responsibility for learning and personal actions;
 - (2) address the unique needs, personal interests, and capabilities of each student;
 - (3) provide for the mental and physical well-being of each student;
 - (4) contribute to each student's intellectual, social, vocational, artistic, and expressive growth; and
 - (5) provide opportunities for students to recognize their potentials and be prepared for a lifetime of learning.
- (b) In applying these general principles, the school should provide students with opportunities to:
- (1) use language to think and communicate effectively, both orally and in writing;
 - (2) use mathematical knowledge and methods to solve problems;
 - (3) reason logically;

- (4) use ideas and symbols with power and ease;
- (5) understand and apply scientific knowledge and methods;
- (6) make use of technology and understand its limitations;
- (7) express oneself through the arts and understand the artistic expression of others;
- (8) apply knowledge about the ecological and social environments in making decisions;
- (9) understand the unique cultural experiences and political institutions of the United States;
- (10) understand other languages and cultures;
- (11) understand spacial relationships;
- (12) apply knowledge about health, nutrition, and physical activity;
- (13) acquire the capacity to meet unexpected challenges; and
- (14) make informed judgments.

(Indiana State Board of Education; 511 IAC 6.1-5-0.5; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1383, eff Jul 1, 1993; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-5-1 Kindergarten curriculum

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-16-6

Sec. 1. (a) The kindergarten curriculum shall include developmentally appropriate activities in the following areas:

- (1) Language experiences, including oral, listening, and visual activities.
- (2) Creative experiences, including music, dramatics, movement, arts, and crafts.
- (3) Personal growth experiences, including motor skills development, health, safety, nutrition, and self-concept development.
- (4) Social living experiences.
- (5) Environmental and science experiences.
- (6) Mathematical experiences.

(b) Schools shall maintain instructional programs that provide all students with opportunities to acquire proficiencies as established in subsection (a). Schools shall refer to the educational proficiency statements developed under IC 20-10.1-16-6. *(Indiana State Board of Education; 511 IAC 6.1-5-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1191; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1383, eff Jul 1, 1993; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-5-2 Elementary school curriculum (Repealed)

Sec. 2. *(Repealed by Indiana State Board of Education; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1388, eff Jul 1, 1993)*

511 IAC 6.1-5-2.5 Elementary school curriculum

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-4; IC 20-10.1-16-6

Sec. 2.5. (a) In each grade 1 through 6, the elementary school curriculum:

- (1) shall include a balance of learning experiences in the subject areas listed in subsections (b) through (k);
 - (2) shall be appropriate to the developmental characteristics of young learners;
 - (3) shall be consistent with the proficiency guides developed under IC 20-10.1-16-6 and the general principles in section 0.5 of this rule;
 - (4) should develop student competency in gathering, using, and evaluating information in a technology-rich environment; and
 - (5) may be provided through interdisciplinary learning experiences.
- (b) Elementary school language arts shall provide:
- (1) an integrated study of:
 - (A) literature;
 - (B) reading and writing processes;
 - (C) oral communications; and

- (D) language, including grammar, usage, mechanics, spelling, and handwriting as tools of effective communication; and
- (2) experiences to enable students to become proficient language users as:
 - (A) readers;
 - (B) writers;
 - (C) listeners;
 - (D) speakers; and
 - (E) thinkers.
- (c) Elementary school mathematics shall provide active learning experiences through which students:
 - (1) develop and use basic mathematics concepts;
 - (2) are encouraged to discover mathematical relationships; and
 - (3) apply their acquired understandings to more complex situations and the solution of real problems.
- (d) Elementary school social studies and citizenship shall provide:
 - (1) opportunities for students to actively acquire and use the thinking skills, knowledge, and attitudes necessary for participatory citizenship; and
 - (2) experiences through a balanced study of:
 - (A) history;
 - (B) geography;
 - (C) economics;
 - (D) world cultures;
 - (E) government and law; and
 - (F) citizen responsibilities in a democratic society.
- (e) Elementary school science shall:
 - (1) provide hands-on learning opportunities in which students use sciencing skills, processes, and attitudes to develop an understanding of:
 - (A) the structure of the universe;
 - (B) the physical principles on which the universe operates;
 - (C) the living environment;
 - (D) the human organism; and
 - (E) the designed world; and
 - (2) require students to go beyond the verbalization of principles and schematic representation of structures to their applications to related personal or societal issues and problems.
- (f) Elementary school fine arts shall include, but not be limited to, learning opportunities in music and visual arts that will enable students to understand, appreciate, and produce artworks.
- (g) The visual arts curriculum shall help students begin to:
 - (1) acquire knowledge and develop concepts;
 - (2) learn evaluative techniques in order to make informed judgments;
 - (3) explore personal expression through problem-solving activities;
 - (4) develop perceptual, analytical, and technical skills in art history, criticism, aesthetics, and production; and
 - (5) compare multicultural forms of visual arts expression.
- (h) The music curriculum shall:
 - (1) provide experiences in listening, performing, creating, and movement;
 - (2) include the study of the structural elements of music; and
 - (3) begin to develop perceptual, analytical, and technical skills and concepts that will allow the student to make informed judgments and critically analyze, understand, and appreciate music.
- (i) Students in the upper elementary grades should have the option to receive instrumental music instruction.
- (j) Elementary school health education shall provide the coordinated and sequential development of knowledge, concepts, skills, and behaviors related to the student's present and future health and well-being in the following areas:
 - (1) Growth and development.
 - (2) Mental and emotional health.

- (3) Community and environmental health.
- (4) Nutrition.
- (5) Family life education.
- (6) Consumer health.
- (7) Personal health.
- (8) Alcohol and other drugs.
- (9) Intentional and unintentional injury.
- (10) Health promotion and disease prevention.

Provided, however, that nothing in this subsection is to be interpreted as a requirement for instruction concerning the expression of human sexuality.

- (k) Elementary school physical education shall provide experiences through which students develop:
 - (1) fundamental stability and manipulative skills;
 - (2) locomotor and nonlocomotor skills;
 - (3) rhythm and dance movement skills; and
 - (4) knowledge and skills in:
 - (A) aerobic endurance;
 - (B) body composition;
 - (C) flexibility; and
 - (D) muscular strength and endurance.
- (l) The elementary curriculum should be enriched through learning experiences such as, but not limited to, the following:
 - (1) Career awareness experiences through which students begin to:
 - (A) acquire a positive attitude toward work;
 - (B) develop the skills needed to make career and educational plans and decisions;
 - (C) understand the relationship between personal qualities and work;
 - (D) explore the work of family, school, and community workers;
 - (E) learn how to use leisure time;
 - (F) learn how to work together;
 - (G) develop responsible social skills as citizens of a school, community, state, and country; and
 - (H) learn the satisfaction and value of good workmanship.
 - (2) Community service activities that give students structured opportunities to:
 - (A) apply curriculum-based knowledge in experiential settings through fulfillment of an unmet community need; and
 - (B) reflect on and understand the impact and importance of their efforts as well as the educational benefit to themselves.
 - (3) Drama and dance/creative movement activities and exploratory experiences that contribute to the development of the students':
 - (A) artistic thinking and feeling;
 - (B) ability to understand themselves and the world around them; and
 - (C) develop physical and verbal communication skills.
 - (4) Foreign language education that provides students with the ability to:
 - (A) communicate in languages other than their own; and
 - (B) develop understanding of cultures where other languages are spoken.
 - (5) International education that:
 - (A) provides for the study of specific societies, languages, and world issues;
 - (B) cuts across traditional disciplines; and
 - (C) includes themes and concepts from:
 - (i) the natural sciences;
 - (ii) the social sciences;
 - (iii) technology;
 - (iv) the fine arts; and
 - (v) the humanities.
 - (6) Practical experiences through which students:

SCHOOL ACCREDITATION

- (A) begin to recognize technological systems and processes;
 (B) learn to use technology to solve problems related to home, school, community, and workplace; and
 (C) develop skills useful in performing individual and family responsibilities.
 (m) The following time allocations are recommended for the curriculum listed in subsections (b) through (k):

Subject Area	Grade Level	Weekly Minimum
Language arts	1, 2, and 3	750 minutes
	4	525 minutes
	5 and 6	450 minutes
Mathematics	1 through 6	225 minutes
Social studies/citizenship	1, 2, 3, and 4	150 minutes
	5 and 6	225 minutes
Science	1, 2, and 3	150 minutes
	4, 5, and 6	180 minutes
Visual arts	1, 2, and 3	60 minutes
	4, 5, and 6	90 minutes
Music	1, 2, and 3	60 minutes
	4, 5, and 6	90 minutes
Motor skills development and health/safety education	1, 2, and 3	105 minutes
Health and safety education	4, 5, and 6	75 minutes
Physical education	4, 5, and 6	75 minutes
Additional instruction in any of the above areas or instruction in foreign language, creative experiences, or practical arts	4, 5, and 6	90 minutes

(n) The provisions of subsection (m) notwithstanding, the time allocations in subsection (m) are required for the curriculum listed in subsections (b) through (k) until July 1, 1994. (*Indiana State Board of Education; 511 IAC 6.1-5-2.5; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1383, eff Jul 1, 1993; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-5-3 Middle or junior high school curriculum (Repealed)

Sec. 3. (*Repealed by Indiana State Board of Education; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1388, eff Jul 1, 1993*)

511 IAC 6.1-5-3.5 Middle level curriculum

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-4; IC 20-10.1-16-6

Sec. 3.5. (a) In each grade 7 and 8, or each grade 6 through 8 in middle schools that include grade 6, the middle school curriculum:

- (1) shall include a balance of learning experiences in the subject areas listed in subsections (b) through (l) and should be

provided through interdisciplinary activities;

(2) shall be appropriate to the developmental characteristics of young adolescents;

(3) shall be consistent with the proficiency guides developed under IC 20-10.1-16-6 and the general principles in section 0.5 of this rule;

(4) should develop student competency in gathering, using, and evaluating information and ideas in a technology-rich environment; and

(5) may be provided in a team setting.

(b) Middle school language arts shall provide:

(1) an integrated study of:

(A) literature;

(B) media;

(C) reading and writing processes;

(D) oral communications; and

(E) language, including grammar, usage, mechanics, and spelling as tools of effective communication; and

(2) experiences to enable students to become proficient language users as:

(A) readers;

(B) writers;

(C) listeners;

(D) speakers; and

(E) thinkers.

(c) Middle school mathematics shall provide active learning experiences through which students:

(1) are allowed to discover mathematical relationships;

(2) come to appreciate the power and utility of mathematics;

(3) acquire knowledge, skills, and tools necessary for using mathematics in their lives; and

(4) have opportunities to apply their understanding to more complex situations and the solution of real problems.

(d) Middle school social studies and citizenship shall provide:

(1) opportunities for students to actively acquire and use the thinking skills, knowledge, and attitudes necessary for participatory citizenship; and

(2) experiences through a balanced study of:

(A) history;

(B) geography;

(C) economics;

(D) world cultures;

(E) government and law; and

(F) citizen responsibilities in a democratic society.

(e) Middle school science shall:

(1) provide hands-on learning opportunities through which students become adept in using sciencing skills, processes, and attitudes to develop an understanding of:

(A) the structure of the universe;

(B) the physical principles on which the universe operates;

(C) the living environment;

(D) the human organism; and

(E) the designed world; and

(2) require students to go beyond the verbalization of principles and the schematic representation of structures when questioned to the development of familiarity that prompts their applications as germane to personal needs or societal issues.

(f) Middle school fine arts shall meet student needs for aesthetic enrichment and development of artistic and musical talents and abilities. Diverse options based on student needs shall include the following:

(1) Large and small groups.

(2) Laboratory experiences in music and visual arts.

(g) The visual arts curriculum shall help students:

- (1) continue to develop a student's knowledge, concepts, perceptual, analytical, and technical skills in:
 - (A) art history;
 - (B) criticism;
 - (C) aesthetics; and
 - (D) production; and
 - (2) use two (2) and three (3) dimensional media to increase a student's:
 - (A) knowledge of the elements and principles of art;
 - (B) ability to learn evaluative techniques in order to make informed judgments;
 - (C) ability to solve problems creatively through personal expression; and
 - (D) ability to appreciate art.
 - (h) The music curriculum shall:
 - (1) provide experiences in listening, performing, creating, and movement;
 - (2) include the study of the structural elements of music; and
 - (3) continue to build perceptual, analytical, and technical skills and concepts that will enhance student ability to:
 - (A) perform;
 - (B) make informed judgments;
 - (C) be critical listeners; and
 - (D) appreciate music.
 - (i) The practical arts education curriculum shall:
 - (1) provide experiences through which students:
 - (A) recognize technological systems and developments;
 - (B) become aware of the possibilities and limitations of technology;
 - (C) use technological systems and developments to prevent and solve problems related to home, school, community, and workplace;
 - (D) develop skills in managing individual and family responsibilities; and
 - (E) assess personal interests and aptitudes in relation to various career opportunities; and
 - (2) provide the experiences in subdivision (1) through the areas of:
 - (A) agribusiness;
 - (B) business;
 - (C) home economics; and
 - (D) industrial technology.
 - (j) The middle school health education curriculum shall provide the coordinated development of knowledge, concepts, skills, and behaviors related to the student's present and future health and well-being in the following areas:
 - (1) Growth and development.
 - (2) Mental and emotional health.
 - (3) Community and environmental health.
 - (4) Nutrition.
 - (5) Family life education.
 - (6) Consumer health.
 - (7) Personal health.
 - (8) Alcohol and other drugs.
 - (9) Intentional and unintentional injury.
 - (10) Health promotion and disease prevention.
- Provided, however, that nothing in this subsection is to be interpreted as a requirement for instruction concerning the expression of human sexuality.
- (k) Middle school physical education shall provide experiences through which the students develop:
 - (1) knowledge and skills in:
 - (A) aerobic endurance;
 - (B) body composition;
 - (C) flexibility; and

- (D) muscular strength and endurance;
- (2) fundamental and refined techniques of movement in:
 - (A) rhythmic activities;
 - (B) lifetime recreational activities; and
 - (C) fitness activities; and
- (3) better skills in all areas through participation in intramural activities.
- (l) The middle school advisor-advisee program shall provide students with opportunities for regular communication with a licensed teacher about the student's academic program. The advisor-advisee program may include, but is not limited to, the following activities:
 - (1) Career awareness.
 - (2) Study skills.
 - (3) Reading skills.
 - (4) Conflict resolution.
- (m) Middle school curriculum should be enriched through exploratory experiences such as, but not limited to, the following:
 - (1) Career explorations, including opportunities that:
 - (A) support a positive attitude toward work;
 - (B) develop transition skills needed for life and career adjustments;
 - (C) understand the relationships between personal qualities and work choices;
 - (D) focus on making decisions, setting goals, and taking action;
 - (E) explore lifestyle and career planning;
 - (F) assist students to learn how to use leisure time; and
 - (G) help students to understand how community awareness relates to work.
 - (2) Community service activities that give students structured opportunities to:
 - (A) apply curriculum-based knowledge in experiential settings through fulfillment of an unmet community need; and
 - (B) reflect on and understand the impact and importance of their efforts as well as the educational benefit to themselves.
 - (3) Foreign language education that provides students with the ability to:
 - (A) communicate in languages other than their own; and
 - (B) develop understanding of cultures where other languages are spoken.
 - (4) International education that:
 - (A) provides for the study of specific societies, languages, and world issues;
 - (B) cuts across traditional disciplines; and
 - (C) includes themes and concepts from:
 - (i) the natural sciences;
 - (ii) the social sciences;
 - (iii) technology;
 - (iv) the fine arts; and
 - (v) the humanities.
 - (5) An intramural program in lifetime recreational sports and health-related fitness activities.
 - (6) A theatre arts and dance/creative movement curriculum in which students:
 - (A) acquire knowledge and understanding of the elements of drama and dance/creative movement;
 - (B) explore personal expression through movement, voice, and language;
 - (C) make informed judgments; and
 - (D) develop technical skills in the areas of production and performance.
 - (7) Enrichment experiences such as activity periods, clubs, and interest groups that provide learning opportunities to:
 - (A) satisfy a wide range of interests;
 - (B) develop social skills; and
 - (C) practice leadership roles.
 - (n) A school that includes grade 9 shall organize its schedule for grade 9 as specified in 511 IAC 6.1-3-4 and section 4 of this rule.
 - (o) The recommended time allocations for the curriculum in subsections (b) through (k) for grades 7 and 8, and grade 6 when

SCHOOL ACCREDITATION

it is included in a middle school, are as follows:

Subject Area	Grade Level	Weekly Minimum
Language arts	6	400 minutes
	7 and 8	200 minutes
Mathematics	6, 7, and 8	200 minutes
Social studies/citizenship	6, 7, and 8	200 minutes
Science	6, 7, and 8	200 minutes
Additional instruction, including remediation, in language arts, mathematics, social studies/citizenship, and science, which may include foreign language	7 and 8	200 minutes
Visual arts	6, 7, and 8	50 minutes
Music	6, 7, and 8	50 minutes
Practical arts/industrial technology education	6, 7, and 8	100 minutes
Health and safety education	6, 7, and 8	100 minutes
Physical education	6, 7, and 8	100 minutes
Additional experiences in any of the above areas or other areas, such as foreign language, creative experiences, or performing arts classes	6, 7, and 8	400 minutes

(p) Weekly time allocations in subsection (o) may alternatively be allocated on a yearly basis.

(q) The provisions of subsection (o) notwithstanding, the time allocations in subsection (o) are required for the curriculum listed in subsections (b) through (k) for grades 7 and 8, and grade 6 when it is included in a middle school, until July 1, 1994. (*Indiana State Board of Education; 511 IAC 6.1-5-3.5; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1385, eff Jul 1, 1993; filed Oct 6, 1997, 5:20 p.m.: 21 IR 391*)

511 IAC 6.1-5-4 High school curriculum

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-4; IC 20-10.1-16-6

Sec. 4. (a) The high school curriculum shall include all courses and learning areas required by 511 IAC 6-7-6.

(b) The curriculum shall include a sufficient number and variety of elective courses so that students are able to fulfill elective requirements of 511 IAC 6-7-6 within four (4) years and carry five (5) or more courses each semester. Course offerings of cooperative and joint schools qualify to meet these requirements.

(c) The minimum curriculum shall include course offerings as listed in the following areas of study:

Areas	School Offerings	Minimum Each Year
English	8 credits	8 credits
Social studies	8 credits	4 credits
Science	6 credits	4 credits
Mathematics	6 credits	6 credits
Foreign language	4 credits	2 credits
Business technology, family and consumer sciences, technology education, or vocational-technical	4 credits	2 credits
Health and safety	2 credits	2 credits
Physical education	1 credit	1 credit
Fine arts	2 credits	2 credits
Consumer/economics	1 credit	1 credit
Electives	12 credits	11 credits
Total	54 credits	43 credits

(d) Schools shall maintain instructional programs that provide all students with opportunities to acquire a set of minimum

proficiencies in courses in which they enroll. Schools shall refer to the educational proficiency statements developed under IC 20-10.1-16-6.

(e) The courses listed in 511 IAC 6.1-5.1 may be offered for high school graduation credit in accordance with the provisions of 511 IAC 6-7-6 through 511 IAC 6-7-6.5.

(f) Courses listed in 511 IAC 6.1-5.1 are generally considered one (1) or two (2) semester courses unless more than one (1) level is specified. (*Indiana State Board of Education; 511 IAC 6.1-5-4; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1191; filed Nov 8, 1990, 3:05 p.m.: 14 IR 654; filed Dec 22, 1992, 5:00 p.m.: 16 IR 1388, eff. Jul 1, 1993; filed Oct 6, 1997, 5:20 p.m.: 21 IR 393; filed May 28, 1998, 4:57 p.m.: 21 IR 3826*)

511 IAC 6.1-5-5 Textbooks

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-10.1-9-27

Sec. 5. The governing body of each school corporation shall adopt from the state textbook adoption lists a textbook for each of the subjects taught or obtain a waiver under IC 20-10.1-9-27. The superintendent shall forward to the state board a list of those selections. (*Indiana State Board of Education; 511 IAC 6.1-5-5; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-5-6 Media program

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 6. All schools shall have a media program that is an integral part of the educational program. A licensed media specialist shall supervise the media program. Each school shall spend at least eight dollars (\$8) per student per year from its 22200 account to maintain its media program. (*Indiana State Board of Education; 511 IAC 6.1-5-6; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-5-7 Special education

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-1-6

Sec. 7. Each school corporation shall provide special education to students with disabilities in accordance with 511 IAC 7. (*Indiana State Board of Education; 511 IAC 6.1-5-7; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2238*)

511 IAC 6.1-5-8 Limited-English proficient students

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1-5.5

Sec. 8. Each school corporation shall provide appropriate instruction to limited-English proficient students. (*Indiana State Board of Education; 511 IAC 6.1-5-8; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-5-9 Homework policy required

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 9. Each school and school corporation shall adopt, implement, and communicate to teachers, parents, and students a written homework policy to reinforce the concept that homework is an out-of-school assignment that contributes to the educational process of the student. Homework shall be viewed as an extension of class work and related to the objectives of the curriculum.

(Indiana State Board of Education; 511 IAC 6.1-5-9; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2238)

511 IAC 6.1-5-10 Retaining student for athletic purposes prohibited

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1

Sec. 10. Each school and school corporation shall adopt and enforce a written policy that prohibits retaining a student in a grade level for the sole purpose of improving the student's ability to participate in extracurricular athletic programs. *(Indiana State Board of Education; 511 IAC 6.1-5-10; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2238)*

Rule 5.1. Approved High School Courses

511 IAC 6.1-5.1-1 Multidisciplinary courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 1. (a) The following multidisciplinary courses may be offered:

- (1) Basic skills development.
- (2) Cadet teaching experience.
- (3) Introduction to computer applications.
- (4) Environmental studies (L).
- (5) Humanities.
- (6) Junior reserve officer training corps.
- (7) Musical theatre (L).
- (8) Peer tutoring.
- (9) Career information and exploration.
- (10) Driver education (L).
- (11) Motorcycle safety education (L).

(b) After July 1, 2001, schools involved in Project Lead the Way, a pre-engineering program, may offer the following:

- (1) Engineering design and development (L).
- (2) Digital electronics (L).

(c) For establishing majors and minors, multidisciplinary courses shall be applied to an area of study to which a significant portion of the course content is closely related.

(d) In order to use the courses listed in this section toward the thirty-eight (38) credit requirements, any course that is suffixed with a capital "L" in parentheses is to be presented as a laboratory course, as defined at 511 IAC 6.1-1-2(l).

(e) Cadet teaching experience for high school pupils is limited to kindergarten through grade 9. Credit is granted on the same basis as any other course. *(Indiana State Board of Education; 511 IAC 6.1-5.1-1; filed Nov 8, 1990, 3:05 p.m.: 14 IR 654; filed Nov 4, 1999, 10:08 a.m.: 23 IR 566, eff Jul 1, 2000; filed Dec 2, 2001, 12:22 p.m.: 25 IR 1141)*

511 IAC 6.1-5.1-2 Language arts courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 2. The following courses may be offered in the language arts area of study:

- (1) The following integrated English courses:
 - (A) English 9.
 - (B) English 10.
 - (C) English 11.
 - (D) English 12.
 - (E) Language arts lab.

- (F) English as a new language.
- (2) The following literature studies courses:
 - (A) American literature.
 - (B) Biblical literature.
 - (C) Biographies.
 - (D) Classical literature.
 - (E) Dramatic literature.
 - (F) English literature.
 - (G) Ethnic literature.
 - (H) Film literature.
 - (I) Genres of literature.
 - (J) Indiana literature.
 - (K) Literary movements.
 - (L) Novels.
 - (M) Poetry.
 - (N) Short stories.
 - (O) Themes in literature.
 - (P) Twentieth century literature.
 - (Q) World literature.
 - (R) Contemporary literature.
 - (S) English literature and composition, advanced placement or college credit.
- (3) The following language studies courses:
 - (A) Etymology.
 - (B) Grammar.
 - (C) Linguistics.
 - (D) English language and composition, advanced placement or college credit.
- (4) The following speech studies courses:
 - (A) Debate.
 - (B) Advanced speech and communications.
 - (C) Group discussion.
 - (D) Speech.
- (5) The following media studies courses:
 - (A) Journalism.
 - (B) Library media.
 - (C) Mass media.
 - (D) Student publications.
- (6) The following composition studies courses:
 - (A) Composition.
 - (B) Creative writing.
 - (C) Expository writing.
 - (D) Technical communication.
 - (E) Advanced composition.
- (7) The following reading courses:
 - (A) Developmental reading.
 - (B) Language arts lab.

(Indiana State Board of Education; 511 IAC 6.1-5.1-2; filed Nov 8, 1990, 3:05 p.m.: 14 IR 655; filed Nov 4, 1999, 10:08 a.m.: 23 IR 566, eff Jul 1, 2000)

511 IAC 6.1-5.1-3 Social studies courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 3. The following courses may be offered in the social studies area of study:

- (1) African studies.
- (2) Anthropology.
- (3) Applied economics.
- (4) Asian studies.
- (5) Citizenship and civics.
- (6) Consumer economics.
- (7) Current problems, issues, and events.
- (8) Economics.
- (9) Ethnic studies.
- (10) Indiana studies.
- (11) International relations.
- (12) Introduction to social science.
- (13) Latin American studies.
- (14) Law education.
- (15) Modern world civilization.
- (16) Political science.
- (17) Psychology.
- (18) Sociology.
- (19) State and local government.
- (20) Topics in history.
- (21) United States government.
- (22) United States history.
- (23) Urban affairs.
- (24) World geography.
- (25) World history and civilization.
- (26) Comparative government and politics, advanced placement or college credit.
- (27) Economics, advanced placement or college credit.
- (28) European history, advanced placement or college credit.
- (29) Psychology, advanced placement or college credit.
- (30) Topics in social science.
- (31) United States government and politics, advanced placement or college credit.
- (32) United States history, advanced placement or college credit.

(Indiana State Board of Education; 511 IAC 6.1-5.1-3; filed Nov 8, 1990, 3:05 p.m.: 14 IR 655; filed Nov 4, 1999, 10:08 a.m.: 23 IR 567, eff Jul 1, 2000)

511 IAC 6.1-5.1-4 Foreign language courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 4. The following courses may be offered in the foreign language area of study:

(1) The following French courses:

- (A) French I.
- (B) French II.
- (C) French III.
- (D) French IV.

- (E) French V.
- (F) French VI.
- (G) French, advanced placement or college credit.
- (2) The following German courses:
 - (A) German I.
 - (B) German II.
 - (C) German III.
 - (D) German IV.
 - (E) German V.
 - (F) German VI.
 - (G) German, advanced placement or college credit.
- (3) The following Spanish courses:
 - (A) Spanish I.
 - (B) Spanish II.
 - (C) Spanish III.
 - (D) Spanish IV.
 - (E) Spanish V.
 - (F) Spanish VI.
 - (G) Spanish, advanced placement or college credit.
- (4) The following Russian courses:
 - (A) Russian I.
 - (B) Russian II.
 - (C) Russian III.
 - (D) Russian IV.
 - (E) Russian V.
 - (F) Russian VI.
 - (G) Russian, advanced placement or college credit.
- (5) The following Chinese courses:
 - (A) Chinese I.
 - (B) Chinese II.
 - (C) Chinese III.
 - (D) Chinese IV.
 - (E) Chinese V.
 - (F) Chinese VI.
 - (G) Chinese, advanced placement or college credit.
- (6) The following Japanese courses:
 - (A) Japanese I.
 - (B) Japanese II.
 - (C) Japanese III.
 - (D) Japanese IV.
 - (E) Japanese V.
 - (F) Japanese VI.
 - (G) Japanese, advanced placement or college credit.
- (7) The following Latin courses:
 - (A) Latin I.
 - (B) Latin II.
 - (C) Latin III.
 - (D) Latin IV.
 - (E) Latin V.
 - (F) Latin VI.

- (G) Latin, advanced placement or college credit.
- (8) Other foreign language courses as follows:
 - (A) Level I.
 - (B) Level II.
 - (C) Level III.
 - (D) Level IV.
 - (E) Level V.
 - (F) Level VI.
 - (G) American sign language I.
 - (H) American sign language II.
 - (I) Other foreign language, advanced placement or college credit.
- (9) Linguistics courses: etymology.
- (10) The following nonsequential foreign language courses:
 - (A) Exploring foreign languages.
 - (B) English as a new language.

(Indiana State Board of Education; 511 IAC 6.1-5.1-4; filed Nov 8, 1990, 3:05 p.m.: 14 IR 656; filed Nov 4, 1999, 10:08 a.m.: 23 IR 567, eff Jul 1, 2000)

511 IAC 6.1-5.1-5 Mathematics courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18
Affected: IC 20-10.1

Sec. 5. The following courses may be offered in the mathematics area of study:

- (1) The following Level I courses:
 - (A) Mathematical problem solving.
 - (B) Prealgebra.
- (2) The following Level II–III courses:
 - (A) Algebra I.
 - (B) Algebra II.
 - (C) Geometry.
 - (D) Investigative geometry.
 - (E) Trigonometry.
 - (F) Mathematical topics I.
 - (G) Mathematical topics II.
 - (H) Mathematical topics III.
 - (I) Precalculus.
 - (J) Probability and statistics.
 - (K) Data analysis and probability.
 - (L) Discrete mathematics.
 - (M) Calculus.
 - (N) Mathematics, advanced placement or college credit.

(Indiana State Board of Education; 511 IAC 6.1-5.1-5; filed Nov 8, 1990, 3:05 p.m.: 14 IR 656; filed Aug 15, 1997, 8:50 a.m.: 21 IR 83, eff Jul 1, 1998; filed Nov 4, 1999, 10:08 a.m.: 23 IR 568, eff Jul 1, 2000)

511 IAC 6.1-5.1-6 Science courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18
Affected: IC 20-10.1

Sec. 6. (a) The following courses may be offered in the science area of study:

- (1) The following integrated sciences courses:

- (A) Science fundamentals (L).
- (B) Science projects and techniques (L).
- (C) Environmental science (L).
- (D) Environmental science, advanced (L).
- (E) Environmental science, advanced placement or college credit (L).
- (2) The following biological sciences courses:
 - (A) First year biology (L).
 - (B) Life science (L).
 - (C) Biology, advanced placement or college credit (L).
 - (D) Second year biology, general (L).
 - (E) Second year biology, other (L).
- (3) The following earth and space sciences courses:
 - (A) First year earth and space science (L).
 - (B) Earth and space science, advanced placement or college credit (L).
 - (C) Second year earth and space science, general (L).
 - (D) Earth and space science, other (L).
- (4) The following physical sciences courses:
 - (A) The following chemistry courses:
 - (i) First year chemistry (L).
 - (ii) Chemistry, advanced placement or college credit (L).
 - (iii) Second year chemistry, general (L).
 - (iv) Second year chemistry, other (L).
 - (B) The following physics courses:
 - (i) First year physics (L).
 - (ii) Physics, advanced placement or college credit (L).
 - (iii) Second year physics, other (L).
 - (C) Other physical sciences courses as follows:
 - (i) Physical science (L).
 - (ii) Integrated chemistry-physics (L).
 - (iii) Principles of flight and space travel (L).

(b) In order to use the courses listed in this section toward the thirty-eight (38) credit requirements, any course that is suffixed with a capital "L" in parentheses is to be presented as a laboratory course, as defined at 511 IAC 6.1-1-2(l). (*Indiana State Board of Education; 511 IAC 6.1-5.1-6; filed Nov 8, 1990, 3:05 p.m.: 14 IR 657; filed Aug 20, 1997, 7:17 a.m.: 21 IR 83, eff Jul 1, 1999; filed Sep 25, 1998, 4:50 p.m.: 22 IR 441; filed Sep 25, 1998, 4:51 p.m.: 22 IR 442, eff Jul 1, 1999*)

511 IAC 6.1-5.1-7 Health and physical education

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 7. (a) The following courses may be offered in the health and physical education area of study:

- (1) The following health education courses:
 - (A) Health education.
 - (B) Advanced health education.
 - (C) Current health issues.
- (2) The following physical education courses:
 - (A) The following basic physical education courses:
 - (i) Physical education I (L).
 - (ii) Physical education II (L).
 - (B) Elective physical education (L).
- (b) In order to use the courses listed in this section toward the thirty-eight (38) credit requirements, any course that is suffixed

with a capital “L” in parentheses is to be presented as a laboratory course, as defined at 511 IAC 6.1-1-2(l).

(c) Preparation for interscholastic competition may not be counted for physical education credit. (*Indiana State Board of Education; 511 IAC 6.1-5.1-7; filed Nov 8, 1990, 3:05 p.m.: 14 IR 657; filed Nov 4, 1999, 10:08 a.m.: 23 IR 568, eff Jul 1, 2000*)

511 IAC 6.1-5.1-8 Fine arts courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 8. (a) The following courses may be offered in the fine arts area of study:

(1) The following art courses:

(A) The following general art courses:

- (i) Introduction to two-dimensional art (L).
- (ii) Introduction to three-dimensional art (L).
- (iii) Advanced two-dimensional art (L).
- (iv) Advanced three-dimensional art (L).

(B) The following historical art courses:

- (i) Art history.
- (ii) Advanced art history.
- (iii) Fine arts connections.

(C) The following three-dimensional art courses:

- (i) Ceramics (L).
- (ii) Jewelry (L).
- (iii) Sculpture (L).
- (iv) Fiber arts (L).
- (v) Studio art (drawing or general), advanced placement or college credit.

(D) The following two-dimensional art courses:

- (i) Drawing (L).
- (ii) Painting (L).
- (iii) Printmaking (L).
- (iv) Media arts.

(E) The following visual design courses:

- (i) Computer graphics (L).
- (ii) Visual communication.

(2) The following dance courses:

- (A) Dance performance—ballet, modern, jazz, or ethnic-folk (L).
- (B) Dance choreography—ballet, modern, jazz, or ethnic-folk (L).
- (C) Dance history and appreciation.

(3) The following music courses:

(A) The following instrumental music courses:

- (i) Beginning concert band (L).
- (ii) Intermediate concert band (L).
- (iii) Advanced concert band (L).
- (iv) Instrumental ensemble (L).
- (v) Jazz ensemble (L).
- (vi) Beginning orchestra (L).
- (vii) Intermediate orchestra (L).
- (viii) Advanced orchestra (L).

(B) The following vocal music courses:

- (i) Choral chamber ensemble (L).
- (ii) Beginning chorus (L).

- (iii) Intermediate chorus (L).
- (iv) Advanced chorus (L).
- (v) Vocal jazz (L).
- (C) Other music courses as follows:
 - (i) Applied music (L).
 - (ii) Electronic music (L).
 - (iii) Piano and electronic keyboard (L).
 - (iv) Music history and appreciation.
 - (v) Music theory and composition (L).
- (4) The following theatre arts courses:
 - (A) Theatre arts (L).
 - (B) Advanced theatre arts.
 - (C) Technical theatre (L).
 - (D) Theatre production (L).
 - (E) Theatre arts history.

(b) In order to use the courses listed in this section toward the thirty-eight (38) credit requirements, any course that is suffixed with a capital "L" in parentheses is to be presented as a laboratory course, as defined at 511 IAC 6.1-1-2(l). (*Indiana State Board of Education; 511 IAC 6.1-5.1-8; filed Nov 8, 1990, 3:05 p.m.: 14 IR 657; filed Nov 4, 1999, 10:08 a.m.: 23 IR 569, eff Jul 1, 2000*)

511 IAC 6.1-5.1-9 Business technology education; family and consumer sciences; technology education

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 9. The following courses may be offered in the business technology education and technology education areas of study:

- (1) The following business technology education courses:
 - (A) The following business technology education and economics courses:
 - (i) Accounting I.
 - (ii) Accounting II.
 - (iii) Business foundations.
 - (iv) Computer applications.
 - (v) Computer applications, advanced.
 - (vi) Computer keyboarding/document formatting.
 - (vii) Computer programming.
 - (viii) Marketing.
 - (ix) Business mathematics/personal finance.
 - (x) Shorthand/notehand.
 - (B) The following advanced business technology education and economics courses:
 - (i) Business, college level.
 - (ii) Business and personal law.
 - (iii) Business management.
 - (iv) Entrepreneurship.
 - (v) Global economics.
 - (vi) International business.
 - (vii) Technical/business communication.
- (2) The following technology education courses:
 - (A) The following technology education courses:
 - (i) Communication systems (one (1) semester).
 - (ii) Construction systems (one (1) semester).
 - (iii) Manufacturing systems (one (1) semester).
 - (iv) Transportation systems (one (1) semester).

- (v) Communication processes (one (1) or two (2) semesters).
- (vi) Construction processes (one (1) or two (2) semesters).
- (vii) Manufacturing processes (one (1) or two (2) semesters).
- (viii) Transportation processes (one (1) or two (2) semesters).
- (ix) Design processes (one (1) or two (2) semesters).
- (x) Technology enterprises (one (1) semester).
- (xi) Technology and society (one (1) semester).
- (xii) Technology systems (one (1) or two (2) semesters).
- (xiii) Fundamentals of engineering (one (1) semester).
- (xiv) Computers in design and production systems (one (1) or two (2) semesters).
- (B) After July 1, 2001, schools involved in Project Lead the Way may substitute the following pre-engineering courses:
 - (i) Introduction to engineering design (two (2) semesters) in lieu of design processes.
 - (ii) Principles of engineering (two (2) semesters) in lieu of fundamentals of engineering.
 - (iii) Computer integrated manufacturing (two (2) semesters) in lieu of computers in design and production systems.

(Indiana State Board of Education; 511 IAC 6.1-5.1-9; filed Nov 8, 1990, 3:05 p.m.: 14 IR 658; filed Jul 12, 1993, 10:00 a.m.: 16 IR 2853, eff Jul 1, 1993 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #92-143 was filed Jul 12, 1993.]; filed May 24, 1995, 10:00 a.m.: 18 IR 2409; filed May 28, 1998, 4:57 p.m.: 21 IR 3826; errata filed Aug 17, 1998, 10:21 a.m.: 22 IR 127; filed Dec 2, 2001, 12:22 p.m.: 25 IR 1141)

511 IAC 6.1-5.1-10 Vocational-technical courses (Repealed)

Sec. 10. *(Repealed by Indiana State Board of Education; filed Jul 12, 1993, 10:00 a.m.: 16 IR 2854, eff Jul 1, 1993 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) after filing with the secretary of state. LSA Document #92-143 was filed Jul 12, 1993.]*

511 IAC 6.1-5.1-10.1 Vocational-technical courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-10.1

Sec. 10.1. (a) The following courses may be offered in the vocational-technical area of study:

- (1) The following agricultural science and business courses:
 - (A) Fundamentals of agricultural science and business.
 - (B) The following agricultural business courses:
 - (i) Agribusiness management.
 - (ii) Agricultural mechanization.
 - (iii) Farm management.
 - (iv) Landscape management.
 - (v) Natural resource management.
 - (vi) Supervised agricultural experience.
 - (C) The following agricultural science courses:
 - (i) Animal science.
 - (ii) Food science.
 - (iii) Horticultural science.
 - (iv) Plant and soil science.
- (2) The following business services and technology education courses:
 - (A) Career planning and success skills.
 - (B) The following business services and technology education laboratory courses:
 - (i) Business technology lab I.
 - (ii) Business technology lab II.

- (iii) Business management and finance.
- (iv) Computer operations and/or programming.
- (v) Computerized accounting services.
- (vi) Information technology network systems.
- (vii) Information technology information support and services.
- (viii) Information technology programming and software development.
- (ix) Information technology interactive media.
- (C) Business cooperative experiences (cooperative/related).
- (3) The following health careers education courses:
 - (A) The following health careers education core courses:
 - (i) Introduction to health care systems.
 - (ii) Integrated health sciences I.
 - (iii) Integrated health sciences II.
 - (iv) Introduction to dental health careers.
 - (B) The following health careers education skill courses:
 - (i) Health careers I.
 - (ii) Health careers II.
 - (iii) Health careers III.
 - (iv) Introduction to medical assisting.
 - (v) Introduction to health care specialties.
 - (vi) Introduction to community health services.
 - (vii) Introduction to pharmacy.
 - (viii) Introduction to physical therapy.
 - (ix) Introduction to health care technology.
 - (x) Introduction to emergency medical services.
 - (xi) Dental assisting I, II, III, and IV.
 - (C) The following health occupations, other courses:
 - (i) Medical terminology.
 - (ii) Anatomy and physiology.
 - (D) Health career practicum (extended lab/related).
- (4) The following one (1) semester family and consumer sciences courses:
 - (A) Orientation to life and careers.
 - (B) Nutrition and wellness.
 - (C) Child development and parenting.
 - (D) Interpersonal relationships.
 - (E) Adult roles and responsibilities.
 - (F) Consumer economics.
 - (G) Chemistry of foods.
 - (H) Advanced foods and nutrition.
 - (I) Advanced child development.
 - (J) Human development and family wellness.
 - (K) Housing and interiors.
 - (L) Textiles and fashion technologies.
 - (M) Family and consumer sciences issues and applications.
- (5) The following one (1) year occupational family and consumer sciences courses:
 - (A) The following early childhood education and services courses:
 - (i) Early childhood education and services I.
 - (ii) Early childhood education and services II.
 - (B) The following apparel and textile occupations courses:
 - (i) Apparel and textile occupations I.

- (ii) Apparel and textile occupations II.
- (C) The following food industry occupations courses:
 - (i) Food industry occupations I.
 - (ii) Food industry occupations II.
- (D) The following housing occupations courses:
 - (i) Housing occupations I.
 - (ii) Housing occupations II.
- (E) The following residential and institutional facilities and equipment courses:
 - (i) Residential and institutional facilities and equipment I.
 - (ii) Residential and institutional facilities and equipment II.
- (F) The following human services occupations courses:
 - (i) Human services I.
 - (ii) Human services II.
- (G) The following cooperative occupational family and consumer sciences courses:
 - (i) Cooperative occupational family and consumer sciences I.
 - (ii) Cooperative occupational family and consumer sciences II.
- (6) The following trade and industrial education courses:
 - (A) The following air conditioning courses:
 - (i) Cooling and refrigeration.
 - (ii) Heating and air conditioning.
 - (iii) Solar heating and cooling.
 - (B) The following appliance repair courses:
 - (i) Major appliance repair.
 - (ii) Small appliance repair.
 - (C) The following automotive courses:
 - (i) Body and fender repair.
 - (ii) Auto mechanics.
 - (iii) Auto specialization.
 - (D) The following aviation courses:
 - (i) Aircraft maintenance.
 - (ii) Air frame mechanics.
 - (iii) Aircraft mechanics.
 - (iv) Aircraft operations.
 - (v) Ground operations.
 - (E) The following business machine maintenance courses:
 - (i) Business machine maintenance.
 - (ii) Business machine repair.
 - (F) The following commercial art courses:
 - (i) Commercial art.
 - (ii) Interior design.
 - (iii) Product design.
 - (G) Commercial fishery.
 - (H) Commercial photography.
 - (I) The following construction and maintenance courses:
 - (i) Building trades.
 - (ii) Carpentry.
 - (iii) Electricity.
 - (iv) Masonry.
 - (v) Painting and decorating.
 - (vi) Plumbing and pipe fitting.

- (J) The following custodial service courses:
 - (i) Custodial service.
 - (ii) Building maintenance.
- (K) Diesel mechanics.
- (L) The following drafting courses:
 - (i) Architectural.
 - (ii) Civil/structural.
 - (iii) Engineering.
 - (iv) Blueprint reading.
 - (v) Die designer.
 - (vi) Design.
 - (vii) Drafting.
 - (viii) Electrical/electronics.
 - (ix) Mechanical.
- (M) The following electrical courses:
 - (i) Industrial electrician.
 - (ii) Lineman.
 - (iii) Motor repair.
- (N) The following electronics courses:
 - (i) Biomedical.
 - (ii) Communications.
 - (iii) Computer electronics.
 - (iv) Electronic product servicing.
 - (v) Industrial electronics.
 - (vi) Radio/television repair.
 - (vii) Robotics.
- (O) The following fabric maintenance courses:
 - (i) Dry cleaning.
 - (ii) Laundering.
- (P) Foremanship, supervision, and management development.
- (Q) The following graphic arts-printing courses:
 - (i) Graphic arts.
 - (ii) Printing.
- (R) Industrial atomic energy.
- (S) The following instrument maintenance and repair courses:
 - (i) Instrument maintenance and repair.
 - (ii) Watchmaking and repair.
- (T) The following maritime courses:
 - (i) Maritime.
 - (ii) Marine maintenance.
- (U) The following metalworking courses:
 - (i) Foundry.
 - (ii) Machine shop.
 - (iii) Machine tool operation.
 - (iv) Sheet metal.
 - (v) Metal fabrication.
 - (vi) Welding and cutting.
 - (vii) Gas welding.
 - (viii) Electric welding.
 - (ix) Tool and die making.

- (V) Metallurgy.
- (W) The following precision food production courses:
 - (i) Precision food production, general.
 - (ii) Meat cutting.
 - (iii) Slaughtering and butchering.
 - (iv) Precision food production.
- (X) The following personal services courses:
 - (i) Barbering.
 - (ii) Cosmetology.
 - (iii) Electrolysis.
- (Y) Plastics.
- (Z) The following public service courses:
 - (i) Fireman training.
 - (ii) Law enforcement training.
- (AA) Small engine repair.
- (BB) Stationary energy sources.
- (CC) The following textile production and fabrication courses:
 - (i) Textile production and fabrication.
 - (ii) Commercial sewing.
 - (iii) Tailoring.
- (DD) The following leather working courses:
 - (i) Leather working.
 - (ii) Shoe repair.
- (EE) Upholstering.
- (FF) The following woodworking courses:
 - (i) Cabinet making.
 - (ii) Millwork.
 - (iii) Furniture making.
 - (iv) Woodworking, general.
- (GG) The following industrial cooperative training courses:
 - (i) Related instruction.
 - (ii) On-the-job training.
- (7) The following interdisciplinary cooperative education courses:
 - (A) Related instruction.
 - (B) On-the-job training.
- (8) The following marketing education courses:
 - (A) The following marketing courses:
 - (i) Marketing foundations.
 - (ii) Marketing, advanced (related).
 - (B) The following specialized marketing education courses:
 - (i) Entrepreneurship.
 - (ii) Fashion merchandising.
 - (iii) Financial services marketing.
 - (iv) Hospitality, travel, and tourism.
 - (v) Marketing seminar.
 - (vi) Sports, recreation, and entertainment marketing.
 - (vii) Radio-TV broadcasting/telecommunications.
 - (C) Marketing field experiences (cooperative).
- (b) All of the courses listed in subsection (a) must also meet the requirements of 511 IAC 8.
- (c) Schools may qualify their family and consumer sciences programs for vocational status by meeting the following additional

requirements:

(1) A minimum offering for vocational family and consumer sciences consists of teaching orientation to life and careers or interpersonal relationships every year and teaching at least four (4) additional courses from the following:

- (A) Nutrition and wellness.
- (B) Interpersonal relationships.
- (C) Child development and parenting or human development and family wellness.
- (D) Adult roles and responsibilities.
- (E) Consumer economics.
- (F) Orientation to life and careers.

This minimum offering must be taught within any consecutive two (2) year time period.

(2) A major in vocational family and consumer sciences education consists of at least six (6) credits, including three (3) of the following:

- (A) Orientation to life and careers.
- (B) Adult roles and responsibilities.
- (C) Nutrition and wellness.
- (D) Child development and parenting or human development and family wellness.
- (E) Interpersonal relationships.

(3) A minor in vocational family and consumer sciences consists of at least four (4) credits from the following:

- (A) Child development and parenting or human development and family wellness.
- (B) Nutrition and wellness.
- (C) Orientation to life and careers.
- (D) Adult roles and responsibilities.
- (E) Consumer economics.
- (F) Interpersonal relationships.

(Indiana State Board of Education; 511 IAC 6.1-5.1-10.1; filed Jul 12, 1993, 10:00 a.m.: 16 IR 2854, eff Jul 1, 1993 [IC 4-22-2-36 suspends the effectiveness of a rule document for thirty (30) days after filing with the secretary of state. LSA Document #92-143 was filed Jul 12, 1993.]; filed May 28, 1998, 4:57 p.m.: 21 IR 3827; errata filed Aug 17, 1998, 10:21 a.m.: 22 IR 127; filed Dec 2, 2001, 12:22 p.m.: 25 IR 1143)

511 IAC 6.1-5.1-11 Other acceptable courses

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1-6; IC 20-10.1

Sec. 11. In addition to the courses in sections 1 through 10 [*Section 10 of this rule was repealed filed Jul 12, 1993, 10:00 a.m.: 16 IR 2854.*] of this rule, students may also use the following courses to meet the thirty-eight (38) credits required for graduation:

(1) Any other vocational-technical program/course developed, according to the provisions of 511 IAC 8-1, to meet the employment demands of new and emerging occupations and the career needs of students.

(2) Any advanced placement course for which the College Entrance Examination Board has developed a course description and examination.

(Indiana State Board of Education; 511 IAC 6.1-5.1-11; filed Nov 8, 1990, 3:05 p.m.: 14 IR 663; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

Rule 6. Instructional Staff Requirements

511 IAC 6.1-6-1 School personnel

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-6.1

Sec. 1. (a) Each school corporation shall employ only teachers, administrators, and student services specialists properly licensed under 511 IAC 10.

(b) Each school corporation shall enter into employment contracts with licensed personnel as required under IC 20-6.1-4.

(c) Each school corporation shall compensate substitute teachers in accordance with IC 20-6.1-5-4 through IC 20-6.1-5-5. (*Indiana State Board of Education; 511 IAC 6.1-6-1; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-6-2 Staff performance evaluation

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-6.1-9

Sec. 2. Each school shall develop and implement a staff performance evaluation plan in accordance with IC 20-6.1-9 and 511 IAC 10-6. (*Indiana State Board of Education; 511 IAC 6.1-6-2; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-6-3 Teacher internship program

Authority: IC 20-1-1-6; IC 20-1-1.2-18

Affected: IC 20-1-1.2-1; IC 20-6.1-8

Sec. 3. Each school shall develop and implement a beginning teacher internship program in accordance with IC 20-6.1-8 and 511 IAC 10-5 [*511 IAC 10-5 was repealed filed February 9, 1999, 4:18 p.m.: 22 IR 1972.*]. (*Indiana State Board of Education; 511 IAC 6.1-6-3; filed Jan 9, 1989, 11:00 a.m.: 12 IR 1192; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

Rule 7. School Improvement Requirements (Repealed)

(*Repealed by Indiana State Board of Education; filed Feb 20, 2002, 9:43 a.m.: 25 IR 2239*)

Rule 8. Performance-Based Award and Incentive Program

511 IAC 6.1-8-1 Purpose

Authority: IC 20-1-1-6; IC 20-1-1.3-9

Affected: IC 20-1-1.3; IC 20-10.1-16

Sec. 1. The purpose of the performance-based award and incentive program is to recognize and reward public schools that exhibit relative improvement in at least one (1) of the following factors:

(1) Student attendance rate.

(2) Educational proficiencies in English/language arts under IC 20-10.1-16 and 511 IAC 5-2-5.

(3) Educational proficiencies in mathematics under IC 20-10.1-16 and 511 IAC 5-2-5.

(4) Average ISTEP scores for each subject area and for each grade level tested under the ISTEP program.

(*Indiana State Board of Education; 511 IAC 6.1-8-1; filed Jul 24, 1989, 5:00 p.m.: 12 IR 2261; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-8-2 Definitions

Authority: IC 20-1-1-6; IC 20-1-1.3-9

Affected: IC 20-1-1.2; IC 20-1-1.3; IC 20-10.1-16

Sec. 2. As used in this rule, "relative improvement" means improvement in a factor listed under section 1 of this rule in an award year as compared to average performance in previous years. Relative improvement in each factor under section 1 of this rule equals the amount determined under STEP THREE:

STEP ONE: Determine the value of a particular factor for the current year.

STEP TWO: Determine the value of that factor for the previous year as follows:

(A) For the 1988-1989 school year, use the value of the factor for the previous school year.

(B) For the 1989-1990 school year, use the average of the factors for the previous two (2) school years.

(C) For the 1990-1991 school year and all subsequent school years, use the average of the factors for the previous three (3) years.

STEP THREE: Determine the remainder of:

(A) the value of that factor as determined under STEP ONE; minus

(B) the value of that factor as determined under STEP TWO.

(Indiana State Board of Education; 511 IAC 6.1-8-2; filed Jul 24, 1989, 5:00 p.m.: 12 IR 2261; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-8-3 Nonmonetary awards

Authority: IC 20-1-1-6; IC 20-1-1.3-9

Affected: IC 20-1-1.3-7

Sec. 3. (a) The department shall grant a nonmonetary award to all public schools that demonstrate relative improvement in at least one (1) of the factors listed under section 1 of this rule.

(b) The nonmonetary award shall consist of a congratulatory letter and a certificate designating the factor in which the school demonstrated improvement. *(Indiana State Board of Education; 511 IAC 6.1-8-3; filed Jul 24, 1989, 5:00 p.m.: 12 IR 2262; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-8-4 Monetary awards

Authority: IC 20-1-1-6; IC 20-1-1.3-9

Affected: IC 6-1.1-19-1.5; IC 20-1-1.2; IC 20-1-1.3-9; IC 20-10.1-16

Sec. 4. (a) The department of education shall grant a monetary award to all public schools that exhibit relative improvement in at least two (2) of the four (4) factors listed under section 1 of this rule.

(b) Any public school that receives a monetary award under this program may expend the money for any educational purpose for that school; however, the school may not use the money for:

(1) athletics;

(2) salaries for school personnel; or

(3) salary bonuses for school personnel.

(c) A monetary award is not used to determine a school corporation's:

(1) maximum permissible general fund ad valorem property tax levy under IC 6-1.1-19-1.5; or

(2) tuition support under IC 21-2-1.6 *[sic.]*.

(d) The department shall distribute monetary awards to schools eligible under subsection (a). Each eligible school shall receive an amount equal to the amount determined under STEP FOURTEEN of the following formula:

STEP ONE: Determine the remainder of:

(A) the amount of the appropriation under IC 20-1-1.3-9; minus

(B) the amount necessary to purchase and distribute nonmonetary awards under section 3 of this rule; minus

(C) the amount necessary to administer the program.

STEP TWO: Determine the product of:

(A) the amount of money determined under STEP ONE; and

(B) four-tenths (0.4).

STEP THREE: Determine the sum of the enrollment of all schools eligible for a monetary award.

STEP FOUR: Determine the quotient of:

(A) the number determined under STEP TWO; divided by

(B) the number determined under STEP THREE.

STEP FIVE: Determine the product of:

(A) the enrollment of the school; and

(B) the amount determined under STEP FOUR.

STEP SIX: Determine the product of:

(A) the amount determined under STEP ONE; and

(B) six-tenths (0.6).

STEP SEVEN: Determine the amount of the school's relative improvement under section 2 of this rule in each of factors listed under section 1 of this rule.

STEP EIGHT: For each school eligible for a monetary award, determine the T-score for each amount determined under STEP SEVEN, using only the schools that:

(A) are within the school's classification; and

(B) have made improvement in the particular factor.

STEP NINE: Determine the sum of the T-scores determined under STEP EIGHT for each school eligible for a monetary award, letting zero (0) equal the T-score for a factor for which there is no improvement.

STEP TEN: Determine the product of:

(A) the number determined under STEP NINE; and

(B) the enrollment of each school.

STEP ELEVEN: Determine the sum of the numbers determined under STEP TEN for all schools eligible for a monetary award.

STEP TWELVE: Determine the quotient of:

(A) the amount determined under STEP SIX; divided by

(B) the number determined under STEP ELEVEN.

STEP THIRTEEN: Determine the product of:

(A) the number determined under STEP TEN for the school; and

(B) the amount determined under STEP TWELVE.

STEP FOURTEEN: Determine the sum of:

(A) the amount determined under STEP FIVE; and

(B) the amount determined under STEP THIRTEEN.

(Indiana State Board of Education; 511 IAC 6.1-8-4; filed Jul 24, 1989, 5:00 p.m.: 12 IR 2262; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-8-5 Reporting requirements

Authority: IC 20-1-1-6; IC 20-1-1.3-9

Affected: IC 20-1-1.3

Sec. 5. (a) The principal of every public school shall certify to the department all information requested by the department concerning the factors listed under section 1 of this rule.

(b) The department shall review the information submitted under subsection (a) to determine whether a school has exhibited relative improvement in any of the factors listed under section 1 of this rule. The department shall inform each school, in writing, of its determination.

(c) Prior to granting a monetary award, the department shall:

(1) prepare a written report:

(A) identifying the factors listed under section 1 of this rule in which the school has demonstrated relative improvement;

(B) describing the extent to which the school has demonstrated relative improvement; and

(C) specifying the amount of the monetary award sought for the school;

(2) submit the written report to the state budget committee for its review; and

(3) secure the governor's approval of the specific monetary award for the school.

(Indiana State Board of Education; 511 IAC 6.1-8-5; filed Jul 24, 1989, 5:00 p.m.: 12 IR 2263; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

Rule 9. Nonpublic School Recognition

511 IAC 6.1-9-1 Definitions

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 1. (a) The definitions in this section apply throughout this rule.

(b) “Board” means the state board of education.

(c) “Curriculum” means the formal and informal programs expected by those who accept the mission and the goals of the school. The term includes curricular and extracurricular activities, instruction, school climate, and student services.

(d) “Department” means the department of education.

(e) “Governing body” means the board or committee with the primary responsibility for policy development and supervision of the school.

(f) “Mission statement” means a clear and concise explanation that reflects the shared vision of the constituents of the school community and is a commitment to ensure the preservation of the mission in the day-to-day operation of the school.

(g) “Nonpublic school” means any school that is not maintained by a public school corporation. The term includes, but is not limited to, any private school or any parochial school.

(h) “Recognized nonpublic school” means a nonpublic school that is determined to be in compliance with standards for the recognition of nonpublic schools under this rule. (*Indiana State Board of Education; 511 IAC 6.1-9-1; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1216; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-2 Nonpublic school recognition system

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 2. A nonpublic school voluntarily may seek recognition under this rule. (*Indiana State Board of Education; 511 IAC 6.1-9-2; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1216; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-3 Recognition

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 3. A nonpublic school must meet the following requirements to be recognized:

(1) Compliance with the following standards:

(A) School mission requirements listed under section 7 of this rule.

(B) Governance requirements listed under section 8 of this rule.

(C) Curriculum requirements listed under section 9 of this rule.

(D) Personnel requirements listed under section 10 of this rule.

(E) Facility requirements listed under section 11 of this rule.

(2) Performance at its expected level in the following areas:

(A) Student attendance rate.

(B) For high schools, graduation rate.

(C) ISTEP results.

(D) Mathematics proficiencies.

(E) Language arts proficiencies.

(*Indiana State Board of Education; 511 IAC 6.1-9-3; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1216; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-4 Recognition procedures

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2; IC 20-10.1-16

Sec. 4. (a) A nonpublic school seeking recognition must participate in the ISTEP testing program under IC 20-10.1-16 and 511 IAC 5-2. The school must inform the department of its intention to seek recognition on or before July 1 of the school year in which the school seeks recognition. A recognized nonpublic school seeking renewal of its recognition must notify the department of its intention to seek renewal on or before July 1 of the year preceding the expiration of its recognition.

(b) The department shall inform each nonpublic school seeking recognition of its expected performance levels in the criteria under section 3(a)(2) of this rule [*sic.*, *section 3(2) of this rule*].

(c) A school's expected performance level in each of the criteria under section 3(2) of this rule shall be determined in a manner based on the computation under 511 IAC 6.1-1-5(b).

(d) In lieu of participating in the ISTEP testing program, a nonpublic school may request that the board approve use of another test instrument to determine if the school has met its expected performance levels. The nonpublic school must validate the selected test and establish, to the satisfaction of the board, that the test and the minimum performance expectation are appropriate substitutes for ISTEP.

(e) The department shall:

(1) collect from each school the information collected under 511 IAC 6.1-1-5(c);

(2) compare the information collected under subdivision (1) with the school's expected performance levels in the criteria under section 3(2) of this rule;

(3) collect from each school documentation verifying the school's compliance with the standards listed in sections 7 through 11 of this rule; and

(4) review the documentation under subdivision (3) to determine if the school has met all standards.

(f) If the department determines that a school meets the recognition requirements under section 3 of this rule, the board shall accord the school recognized status.

(g) Recognition is valid for five (5) years but may be revoked for cause under section 5 of this rule. (*Indiana State Board of Education; 511 IAC 6.1-9-4; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1217; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-5 Revocation of recognition

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 5. If the department determines that a recognized school no longer is in compliance with recognition requirements under this rule, the department may institute revocation proceedings before the board. (*Indiana State Board of Education; 511 IAC 6.1-9-5; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1217; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-6 Right of appeal

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 6. A decision of the department under this rule may be appealed to the board. (*Indiana State Board of Education; 511 IAC 6.1-9-6; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1217; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-7 School mission

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 7. (a) The governing body shall adopt a written mission statement for the school.

(b) The governing body shall ensure that the mission statement is:

(1) communicated effectively to staff, parents, students, and the governing body;

(2) operative in the school's practices, policies, and programs; and

(3) reviewed regularly and, when appropriate, revised.

(*Indiana State Board of Education; 511 IAC 6.1-9-7; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1217; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-8 Governance

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 8. (a) The governing body shall adopt a written statement of its roles, duties, and responsibilities. The governing body review *[sic.]* the statement regularly.

(b) In addition to other duties and responsibilities, the governing body has responsibility to do the following:

(1) Adopt and review regularly policies to guide the school's activities. The governing body shall incorporate the policies into a handbook and ensure that the handbook is given to each person who shares in the primary responsibility for policy development.

(2) Approve and review regularly the school's budget. The school's budget and financial records shall be maintained and reported in a format consistent with commonly accepted accounting standards.

(3) Adopt and follow clearly defined policies for supervising the chief administrative officer of the school.

(4) Approve a school improvement plan and other long-range plans for the school.

(c) The governing body shall meet regularly to fulfill its duties and responsibilities. (*Indiana State Board of Education; 511 IAC 6.1-9-8; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1217; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-9 Curriculum

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 9. (a) The minimum school year consists of one hundred eighty (180) student instructional days with a minimum of five (5) hours for grades 1 through 6 and six (6) hours for grades 7 through 12; or a minimum of nine hundred (900) instructional hours for grades 1 through 6 and one thousand eighty (1,080) instructional hours for grades 7 through 12 each school year.

(b) The school's curriculum consists of a structured series of intended learner outcomes in math, science, social studies, English language arts, and other areas. The outcomes are congruent with the mission of the school. There is a curriculum planning process that includes a focus on what students actually learn. Each component of the curriculum consists of instructional goals, criterion-referenced assessment, and materials.

(c) Curriculum evaluation is scheduled on a regular basis to establish the congruence between mission and curriculum. The curriculum is structured and adjusted in order to address varied student needs. A basic description outlining the subjects to be taught and the contents of each subject area are a part of a policy manual and are shared with parents.

(d) Student learning is assessed frequently through a variety of evaluation techniques for the purpose of diagnosis, remediation, and reporting. Teachers have high expectations for each student and demonstrate this through the methods of teaching they employ. Standardized tests, as appropriate, are administered to each child on a regular basis, and there are procedures in place and in use that illustrate how test results are implemented in curriculum updating. Frequent reports of each student's progress are made to parents in written form and/or through conferences.

(e) The school has a media center that holds a balanced collection of print materials, nonprint materials, and teaching/learning equipment which is sufficient in quantity and quality to meet the educational needs of the students. All media and other library materials are classified and catalogued according to a commonly accepted system. The school budgets an appropriate amount of money each year to maintain an effective media program.

(f) The school provides opportunities for parent involvement. Parents, students, and staff attitudes are assessed, and school climate assessment plans are made for growth in this area.

(g) The school complies with applicable state emergency preparedness codes and with applicable state health testing codes.

(h) The school makes necessary provisions concerning special education and limited English proficient students.

(i) The school provides a variety of extracurricular activities which meet the needs and interests of the students and reflect the mission of the school. Each activity is carefully supervised by appropriately trained personnel.

(j) All student applicants are admitted according to established written admission criteria and procedures. The school has an established discipline policy, including written procedures for handling behavior. Permanent cumulative records for each student are maintained, stored, and shared as appropriate and are handled according to applicable state and federal laws. (*Indiana State Board of Education; 511 IAC 6.1-9-9; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1218; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-9-10 Personnel

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 10. (a) The school employs teachers and professional staff members, other than administrators, who:

(1) are appropriately licensed under 511 IAC 10; or

(2) hold a baccalaureate degree, enroll in an accredited teacher preparation program within one (1) year of employment, complete an accredited teacher preparation program, and establish licensure within five (5) years of employment, and thereafter maintain licensure.

(b) The school employs an administrator who:

(1) is appropriately licensed under 511 IAC 10; or

(2) holds a baccalaureate degree, enrolls in an accredited master's degree program in school administration within one (1) year of employment, and completes an accredited master's degree program in school administration within five (5) years of employment; or

(3) holds a master's degree, enrolls in an accredited program in school administration within one (1) year of employment, and completes an accredited program in school administration within five (5) years of employment.

(c) The school provides the administrator with adequate time for administrative duties and supervisory duties and provides the administrator with clerical support. The administrator shares the school's mission statement with the governing body, staff, students, and parents.

(d) The school employs substitute teachers who meet the requirements for substitute teachers under 511 IAC 10.

(e) The school shall not employ a person who has had a teaching license revoked by any state for immorality, misconduct in office, incompetency, or willful neglect of duty unless that license subsequently has been reinstated. The school shall not employ a person who has had a teaching license revoked by the state of Indiana for any reason unless that license subsequently has been reinstated.

(f) The school has:

(1) a process for regular evaluation of all professional staff members;

(2) an orientation program for all new professional staff members;

(3) an intern process for beginning teachers;

(4) established procedures for securing, recruiting, and releasing new teachers; and

(5) personnel policies for all staff members.

(Indiana State Board of Education; 511 IAC 6.1-9-10; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1218; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-9-11 Facilities

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 11. (a) The school's buildings, grounds, and equipment are adequate for the age and number of students. The size and design of the building are appropriate to meet program and personnel needs.

(b) The school has a plan for the regular maintenance of buildings, grounds, and equipment.

(c) The school meets applicable rules of the fire prevention and building safety commission and applicable rules of the state board of health [*sic.*, *Indiana state department of health*].

(d) Playgrounds/athletic fields are adequate in size and number and conducive to safe play. *(Indiana State Board of Education; 511 IAC 6.1-9-11; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1219; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-9-12 Advisory committee

Authority: IC 20-1-1-6; IC 20-1-1-6.2

Affected: IC 20-1-1-6.2

Sec. 12. The advisory committee on nonpublic schools is established to make recommendations to the board to assist the board

in making decisions concerning nonpublic schools. The committee consists of seven (7) members, including the following:

- (1) Four (4) members who represent nonpublic schools.
- (2) The state superintendent, or the superintendent's designee, who shall act as chairman of the committee.

(Indiana State Board of Education; 511 IAC 6.1-9-12; filed Feb 28, 1992, 5:00 p.m.: 15 IR 1219; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

Rule 10. Indiana 2000 Schools

511 IAC 6.1-10-1 Definitions

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3

Sec. 1. (a) The definitions in this section apply throughout this rule.

(b) "Indiana 2000 program" refers to the Indiana 2000 school restructuring program created by IC 20-1-1-6.3 that authorizes schools to exercise management authority that is expanded beyond that which is permitted under statutes governing curriculum and textbook selection and rules adopted by the state board of education.

(c) "Indiana 2000 school" means a school that has been designated by the state board of education under section 4 of this rule as eligible to participate in the Indiana 2000 program.

(d) "School" refers to a public school or accredited nonpublic school. *(Indiana State Board of Education; 511 IAC 6.1-10-1; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2213; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-10-2 Application procedure

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3

Sec. 2. (a) The state board shall specify a date by which all applications for the Indiana 2000 program must be filed. The state board will consider for approval only those applications that are filed by the specified date.

(b) A school that wants to be considered by the state board for designation as an Indiana 2000 school must submit an application to the state board. The application must:

- (1) be submitted by:
 - (A) the principal of a school wanting to become an Indiana 2000 school; or
 - (B) the superintendent of a school corporation, if all schools in the corporation want to become Indiana 2000 schools;
- (2) be submitted on forms prescribed and provided by the department; and
- (3) be filed by the date specified by the state board.

(c) An application from a public school or a school corporation must indicate that the governing body of the school corporation has consented to the school's or the school corporation's participation in the Indiana 2000 program. *(Indiana State Board of Education; 511 IAC 6.1-10-2; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2213; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-10-3 Application contents

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3; IC 20-7.5-1-2

Sec. 3. The applications described in section 2(a) of this rule must include the following information:

- (1) Demographic data on the school and the community in which the school is located including any social and economic characteristics that contribute to unique qualities of the school and its community.
- (2) A description of each of the following:
 - (A) The events or activities that the school has engaged in and intends to engage in to promote its school restructuring program.
 - (B) The degree of participation in the school restructuring program by the various principal parties including the following:

- (i) Teachers.
- (ii) The governing body of the school corporation.
- (iii) Parents.
- (iv) The business community.
- (C) The vision that the applicant has for the restructured school, including the following:
 - (i) Short term and long term goals.
 - (ii) Changes in curriculum and instruction.
- (D) Procedures the school will use to waive rules and to seek a waiver of statutes.
- (E) Professional development activities that will be conducted by the school to promote school restructuring.
- (F) Procedures and methods that the school will use to evaluate its school restructuring program and report the results of the evaluation to the following:
 - (i) Parents.
 - (ii) The community.
 - (iii) The state board of education.
- (G) The manner in which individual student progress will be measured and reported to parents.
- (3) Evidence of the following:
 - (A) The cooperation and support of the principal parties cited in subdivision (2)(A), including the exclusive representative as defined in IC 20-7.5-1-2(1), for engaging in the school restructuring program.
 - (B) The commitment to increasing family involvement in the school.
- (4) A description of the school's plan for admission of students who do not reside in the school's attendance area but who have legal settlement within the school corporation, unless inapplicable.
- (5) A statement indicating whether the school corporation, on behalf of its applicant schools, or the applicant nonpublic school intends to:
 - (A) adopt the six (6) national education goals adopted by the national governor's association in February 1990;
 - (B) establish a community-wide strategy for achieving the national goals;
 - (C) develop a progress report for measuring each school's progress in achieving the national goals; and
 - (D) support experimental schools.
- (6) If the school intends to do the things listed in subdivision (5), a description of the types of activities the school expects to conduct and the methods the school plans to employ to realize those intentions.
- (7) Preliminary budget expectations.
- (8) Any other information required by the state board in the application.

(Indiana State Board of Education; 511 IAC 6.1-10-3; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2213; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-10-4 Designation of Indiana 2000 schools; grant awards

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3

Sec. 4. Upon receipt and review of all applications that have been filed by the specified deadline, the state board, upon the recommendation of the department, shall designate:

- (1) which schools qualify as Indiana 2000 schools; and
- (2) which Indiana 2000 schools qualify as grant recipients.

(Indiana State Board of Education; 511 IAC 6.1-10-4; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2214; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-10-5 Waivers of rules and statutes

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3; IC 20-8.1-9; IC 20-10.1

Sec. 5. (a) Upon designation as an Indiana 2000 school, a school corporation, on behalf of its Indiana 2000 schools, or an

accredited nonpublic school may, after notifying the state board, invoke a waiver of any rule adopted by the state board except this rule.

(b) The state board, upon request of an Indiana 2000 school, may waive any statute relating to curriculum or textbook selection that is identified by the school and the state board as affecting, restricting, or otherwise limiting the school in making management and operational decisions with regard to curriculum matters or textbook selection. Statutes that relate to curriculum and textbook selection include, but are not limited to, the following:

- (1) IC 20-8.1-9 to the degree that it prohibits schools from receiving a reimbursement for textbooks that have not been adopted by the state board.
- (2) IC 20-10.1-4 concerning mandatory curriculum requirements.
- (3) IC 20-10.1-5.6 concerning the technology preparation curriculum.
- (4) IC 20-10.1-7 concerning optional curriculum requirements.
- (5) IC 20-10.1-9 concerning textbook adoption requirements.
- (6) IC 20-10.1-10 to the degree that it limits the purchase and rental of textbooks to those adopted by the state board.
- (7) IC 20-10.1-11 to the degree that it applies only to textbooks that are adopted by the state board.

(Indiana State Board of Education; 511 IAC 6.1-10-5; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2214; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-10-6 Relationship to performance-based accreditation

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1.2

Sec. 6. An Indiana 2000 school that waives a state board rule under section 5(a) of this rule or that receives a waiver of a statute under section 5(b) of this rule is not in violation of the legal standards for performance-based accreditation under 511 IAC 6.1-1-4 by virtue of waiving the rule or receiving a waiver of the statute. *(Indiana State Board of Education; 511 IAC 6.1-10-6; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2214; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)*

511 IAC 6.1-10-7 Annual report

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3

Sec. 7. An Indiana 2000 school shall submit an annual report concerning its school restructuring program at a time established by the state board of education. The report shall include the following:

- (1) An evaluation of the school's restructuring program.
- (2) A description of any modifications made to the program since the application or last annual report.

(Indiana State Board of Education; 511 IAC 6.1-10-7; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2214; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937)

511 IAC 6.1-10-8 Revocation of Indiana 2000 school status

Authority: IC 20-1-1-6.3

Affected: IC 4-21.5-3; IC 20-1-1-6.3

Sec. 8. (a) The state board may revoke the designation of a school as an Indiana 2000 school if:

- (1) the school is in substantial noncompliance with this rule;
 - (2) the school is in substantial noncompliance with the application submitted by the school under section 2 of this rule, including any modifications that have been described in the annual reports submitted by the school under section 7 of this rule;
- or
- (3) the school's accreditation status has been reviewed or changed, as provided under 511 IAC 6.1-1, because of the school's failure to meet any of the following requirements for maintaining school accreditation status:
 - (A) Legal standards.
 - (B) School improvement plan requirements.

(C) Performance expectations.

(b) Revocation proceedings under subsection (a) are governed by IC 4-21.5-3. (*Indiana State Board of Education; 511 IAC 6.1-10-8; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2215; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

511 IAC 6.1-10-9 Final decision

Authority: IC 20-1-1-6.3

Affected: IC 20-1-1-6.3

Sec. 9. All decisions of the state board with regard to the implementation of the Indiana 2000 program are final. (*Indiana State Board of Education; 511 IAC 6.1-10-9; filed Jun 3, 1992, 9:00 a.m.: 15 IR 2215; readopted filed Oct 12, 2001, 12:55 p.m.: 25 IR 937*)

*